

# **City of Northampton**

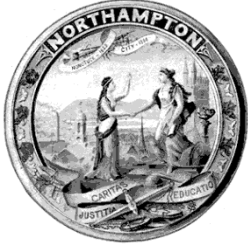
## **Fiscal Year 2022**

### **Proposed Budget**



**Mayor David J. Narkewicz**

**May 17, 2021**



## MAYOR DAVID J. NARKEWICZ

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### Fiscal Year 2022 Budget Message

May 17, 2021

Northampton City Council  
City Hall, Room 3  
210 Main Street  
Northampton, MA 01060

To the Honorable Members of the City Council,

I submit for your consideration and approval my proposed \$121,705,839 FY2022 budget for the City of Northampton in accordance with Article 7, Section 7-3 of our Charter.

The budget is comprised of a \$105,921,808 General Fund together with four Enterprise Fund budgets for Water (\$6,945,000), Sewer (\$6,177,500), Solid Waste (\$665,045), and Stormwater and Flood Control (\$1,996,486). This budget proposal represents a 4.82% increase from the current FY2021 City of Northampton budget that ends on June 30, 2021.

Our current operating budget, which I proposed this time last year, was significantly impacted by COVID-19. The overall economic uncertainty of those early months of the pandemic combined with significantly reduced local revenues and the decision to delay implementation of the March 3, 2020, Proposition 2 ½ override forced us to make difficult budgetary choices for FY2021.

To recap, our overall FY2021 General Fund expenditures were reduced by \$870,783 through the elimination of 22 full-time equivalent (FTE) positions across nine city departments. We did this while at the same time making increased investments in our public schools, public health, and emergency services to protect our schoolchildren and community during the global pandemic.

The budget I am proposing for FY2022 is one of cautious optimism and active recovery as our city and the nation continue to bring the deadly COVID-19 pandemic under control with infection and mortality rates in decline and millions of Americans now vaccinated against the deadly virus. As this message goes to print, 67% of Northampton residents have had at least one dose of the vaccine and 49% are now fully vaccinated.

This FY2022 budget proposes that we add back 13.2 FTE city staff through a combination of

restoring key positions cut in FY2021 (6.75 FTE) and creating new or expanded positions to address targeted needs (6.45 FTE) in the coming fiscal year. Looking across all General Fund departmental categories, nearly all of our general government and public safety departmental budgets would grow, at or less than 3%, with the exception of Building Inspections and Information Technology Services (ITS) where positions or hours cut in FY2021 are restored.

The city's largest municipal department, Public Works, would also see its budget grow at a higher than average rate of, 8.87% or \$321,1266, primarily due to the restoration of 2 FTE positions cut from the Forestry, Parks, and Cemeteries Division in FY2021 during the shutdown of recreation programs and an increase in funding for street repair that more accurately reflects actual annual asphalt costs.

The FY2022 budget continues our strong, decade-long investment in education and support for our two public school districts, which we worked to largely shield from COVID-19 budget cuts in FY2021. Our appropriations to the Northampton Public Schools (NPS) and Smith Vocational and Agricultural High School (SVAHS) would grow, 4.04% and 3.58% respectively, and the single largest departmental appropriation increase across the entire General Fund budget is the nearly \$1.3 million increase proposed for NPS. This budget also provides funding increases to support our libraries, the arts, and parks and recreation programs with a combined increase to the Culture and Recreation line of \$80,945 or 3.73%.

The departmental budget category receiving the largest percentage increase and second-largest dollar increase in new funding under my proposed budget is Health and Human Services, which would grow by 41.74% or \$650,674.

The COVID-19 pandemic has provided many important "lessons learned," and chief among them is the need for municipalities to ensure a robust public health infrastructure to meet the current and future health challenges facing communities. Northampton was fortunate to have already made significant investments in public health prior to COVID-19 and our Health Department, under the leadership of Director Merridith O'Leary, has been a regional leader since before and throughout the pandemic. The emergency also exposed the need for additional staff support moving forward.

My proposed budget would increase the Health Department appropriation by 32.33% or \$144,724. This includes funding for an Assistant Health Director position to both support Director O'Leary's leadership of the department's expanded, critical, and multi-faceted mission, as well as to provide better continuity in her absence. We also propose to make permanent the second Public Health Nurse hired during COVID-19 which was temporarily supported by federal CARES Act funding. Finally, the General Fund would begin paying for the position of Prevention Coalition Coordinator, which has become a critical component of our efforts to reduce youth substance use and for the last 10 years has been funded by a federal grant that is ineligible for renewal.

Senior Services would receive a 62.56% increase in funding of \$151,199 largely to restore positions and services that were necessarily sidelined as COVID-19 put our senior population most at risk for serious illness and death. I am grateful to Senior Services Director Marie Westburg and her reduced core staff for continuing their important outreach to and support for seniors via telephone, email, and remote programming, including standing up a new technology training and

lending program. I am also grateful to the seniors of this city for understanding our need to rapidly convert their beloved Senior Center into a full-scale, regional vaccination site that to date has administered more than 30,000 doses of life-saving COVID-19 vaccine.

Veterans' Services, which continues its critical mission of serving our city veterans undeterred by the COVID-19 pandemic, maintains all current staffing with increases for negotiated COLAs and Step raises. The total budget for the department shows an overall decrease of \$69,204 or 7.96%. However, that is solely attributable to our continued downward adjustment of the benefits line item to reflect the decrease in veterans currently receiving benefits as our WWII and, increasingly Korean War veterans, have passed and America's military involvement in Afghanistan has drawn down from a peak deployment of 98,000 troops in 2011 to just 2,500 at the beginning of 2021.

We have included a chart on the Veterans' Services budget page to reflect the historical rise and decline of this particular line item. For context, in my very first budget in FY2013, I proposed a \$185,716 increase to this same line item to more accurately reflect the actual benefits we were providing which were approaching \$700,000 a year. The current FY2021 budget saw the line item reduced to \$547,000 and the FY2022 budget proposal before you would only fund it at \$470,000, which is closer in line with our three-year average of actual expenditures. It is also important to note that these state Chapter 115 veterans benefits are ultimately reimbursed 75% by the Commonwealth, and in some cases 100% for homeless veterans.

The Health and Human Services Division also includes one more significant funding increase through the addition of a new departmental line item for a Department of Community Care.

The Northampton Policing Review Commission (NPRC), a 15-member resident commission appointed jointly by the Mayor and City Council to conduct a sweeping public policy review and community conversation about policing and community safety, released its final report entitled "Reimagining Safety" on March 18, 2021.

One of the primary recommendations of the NPRC was the establishment of a new "Department of Community Care" to provide multiple types of civilian responders to community needs, including peer response to mental health and substance use crises, as an alternative to police response. The NPRC report called for funding the establishment of this new department in FY2022 with a goal of making it operational by FY2023. It also made other immediate recommendations including further data analysis of police calls and staffing, a community needs assessment, and additional items requiring further study and community engagement.

This FY2022 budget proposal includes a budget of \$423,955 for the new Department of Community Care. This includes funding for the hiring of a senior-level Project Coordinator to assemble the new department, which would include developing its staffing and organizational structure, job descriptions, operating policies, and training and licensure requirements, as well as coordinating with other city departments, forming an implementation advisory committee, and pursuing the many emerging state and federal grants for this work. There is also funding for a part-time Administrative Assistant to support the work of the Project Coordinator together with significant additional resources including \$300,000 allotted for additional data analysis, a recommended community needs assessment, and other outside consulting support and studies as



needed.

My goal with this first budget is to put in place the initial staffing and resources needed to fully develop the department and provide the next Mayor of Northampton - whom voters will elect in a little over 120 days after the start of the new fiscal year - a recommended blueprint for an operational Department of Community Care that can be codified through both an administrative order and ultimately their first city budget for FY2023.

Twenty-five years ago next month, the city embarked on a process to move emergency 911 dispatching duties away from sworn police officers and firefighters to civilian dispatchers based on the report of an appointed mayoral study committee made up of city residents, municipal staff, and city councilors. Despite successful models for unified civilian dispatch in many other locales, there were significant concerns expressed at the time by both residents and police and fire personnel that civilians would not have the necessary training or experience to manage these critical, life-or-death calls or that it would be duplicative and cost-inefficient to create a new, separate city agency.

What began with some initial budget funding, state grants, and an experienced administrator hired to carefully plan and implement the concept is now a model 24/7 Public Safety Communications Center led and staffed by highly-trained civilian dispatchers who are today fully integrated into the city's organizational structure.

As Northampton embarks on a similar path toward creating a civilian response to mental health and drug use crises, houselessness, and other issues needing 'community care,' - as well as working on the other, longer-term recommendations of the NPRC - I am hopeful that we can do so with a spirit of shared purpose and collaboration among all stakeholders and across all city departments, including Chief Kasper and the dedicated women and men of the Northampton Police Department.

This FY2022 operating budget is accompanied by a new Fiscal Stability Plan, which was effectively renewed by the voters of Northampton on March 3, 2020, when they overwhelmingly adopted a \$2.5 million general operating override. This budget is fully balanced utilizing the expanded revenue from the override and drawing no funds from the Fiscal Stability Stabilization Fund that was first created in 2013 when I proposed this multi-year budgeting approach to the taxpayers. The updated Fiscal Stability Plan that follows this message in the budget book provides a financial roadmap for how the next mayor and city council could sustain our high-quality city and school services through FY2026 if they choose to stay on this course moving forward.

This is my tenth and final city budget as Mayor of the great city of Northampton and I want to take this opportunity to reflect on the significant progress that we have made over the last 10 years to rebuild, stabilize, and strengthen our finances.

When I first entered the mayor's office during fiscal year 2012, our city finances were still recovering from the economic ravages of the Great Recession. The city's Stabilization Fund contained just under \$250,000. The Capital Stabilization Fund had a grand total of \$4,684 and our total reserves, as a percentage of the FY2012 General Fund budget, stood at 1.63%. Our capital

improvement investments had necessarily shrunk in size and scope and in the prior fiscal year there had been no capital spending due to limited resources. Our credit rating with national bond agencies was “A+ with Negative Outlook”. We were stuck in a cycle where city and school budget writers would spend the majority of the budget process agonizing over what staff or services would need to be cut in order to balance increased but effectively level-funded budgets where revenues, capped by Proposition 2 ½, were regularly outpaced by inflation.

After 10 years of focused work, careful multi-year planning, and fiscal discipline, I am proud to report that our fiscal house is strong and in good order. At the beginning of FY2021, our Stabilization Fund balance stood at over \$5.2 million, our Capital Stabilization Fund at almost \$3.9 million, and the aforementioned Fiscal Stability Stabilization Fund at over \$2.5 million. In total, our reserves, as a percentage of the General Fund, have risen from 1.7% in FY2011 to 17.45% in FY2021.

Our bond rating was upgraded to the highest “AAA with Stable Outlook” rating by Standard and Poor’s in FY2017, where it remains today. This has lowered our borrowing costs and allowed us to make robust investments in our capital infrastructure, including replacing aging equipment and vehicles, deploying critical new technology to city and school departments, and addressing serious deferred maintenance on our city streets and roads, to name just a few examples.

With the extreme exception of staff cuts precipitated by deferral of the override during COVID-19, we have freed ourselves from the annual cycle of cutting staff and services each year to balance the budget. We have been careful stewards of taxpayers dollars, adhered to our multi-year plans and financial policies, and given regular reports to the City Council and residents on our progress.

All of this work to solidify our budget and finances has included a special emphasis on fiscal transparency, with all budgetary documents, capital programs, bond rating reports, audits, and my seemingly endless supply of powerpoint presentations accessible online together with new digital tools for residents to view and understand city finances.

I am extremely proud of our financial progress as a city and will leave City Hall on January 2, 2022, knowing that my administration left Northampton’s budget and finances in a better and stronger position than when I entered the corner office. Municipal government is a team sport, however, and I am grateful to the City Council, department heads, and staff who have all supported and contributed to our collective fiscal success over these last 10 years. I am especially grateful to the residents of Northampton for entrusting me with this important, and at times, daunting responsibility.

I would be remiss if I did not pay special tribute to someone who joined the mayor’s staff as Finance Director a few months before I arrived and has been an outstanding and tireless steward of the city’s finances during my 10 years as chief executive. Susan Wright will retire at the end of next month after a stellar 36-year career in municipal government, including 17 years with the City of Northampton first as NPS Business Manager for seven years and the last 10 years as Finance Director. It has been my personal honor to call Susan a colleague and friend and this mayor and the residents of our city owe her a debt of gratitude for her work on this and previous budgets and so many other aspects of our fiscal success. Thank you for your service, Susan, and enjoy your

well-earned retirement!

Finally, as with all previous budgets, I also want to thank the other members of my staff for their hard work in helping to gather, assemble, edit, and finalize for printing this massive budget document. Thank you Mayoral Assistant Court Cline, Administration, Licensing and Economic Development Coordinator Annie Lesko, and Chief of Staff Alan Wolf for your many contributions to the proposed FY2022 budget.

I look forward to working with the City Council over the next several weeks to answer any questions about this budget proposal or to provide additional information it may need.

Respectfully submitted,

A handwritten signature in black ink, consisting of a large, stylized 'D' followed by a horizontal line that ends in a small upward flick.

David J. Narkewicz  
Mayor

CITY OF NORTHAMPTON  
GENERAL FUND FISCAL STABILITY PLAN  
FY2022 - FY2026

REVENUES

	FY2021 RECAP	FY2022 Budget	Actual Change	FY2023 Budget	Estimated Change	FY2024 Budget	Estimated Change	FY2025 Budget	Estimated Change	FY2026 Budget	Estimated Change
<b>PROPERTY TAX</b>											
Base Levy From Prior Year	61,649,762	66,730,589		69,148,853		71,677,574		74,269,513		76,926,251	
2 1/2% Increase	1,541,244	1,668,264		1,728,721		1,791,939		1,856,738		1,923,156	
Override	2,500,000										
New Growth	1,039,583	750,000		800,000		800,000		800,000		800,000	
Levy Limit	66,730,589	69,148,853	3.62%	71,677,574	3.66%	74,269,513	3.62%	76,926,251	3.58%	79,649,408	3.54%
Unused Levy Capacity	(2,509,272)										
Debt Exclusions	633,442	620,477		609,672		601,027		592,113		582,659	
<b>Sub-total PROPERTY TAX:</b>	<b>64,854,759</b>	<b>69,769,330</b>	<b>7.58%</b>	<b>72,287,246</b>	<b>3.61%</b>	<b>74,870,540</b>	<b>3.57%</b>	<b>77,518,364</b>	<b>3.54%</b>	<b>80,232,067</b>	<b>3.50%</b>
<b>LOCAL RECEIPTS</b>											
Motor Vehicle Excise Tax	2,487,610	2,600,000		2,626,000	1.00%	2,652,260	1.00%	2,678,783	1.00%	2,705,570	1.00%
Hotel and Motel and Short Term Rental Local Option Tax	232,993	250,000		675,000	170.00%	678,375	0.50%	681,767	0.50%	685,176	0.50%
Meals Local Option Tax	433,780	500,000		550,000	10.00%	552,750	0.50%	555,514	0.50%	558,291	0.50%
Adult Use Marijuana Local Option Tax	1,200,000	1,300,000		1,332,500	1.00%	1,365,813	1.00%	1,399,958	1.00%	1,434,957	1.00%
Boat Excise, Interest on Taxes, Payment in Lieu of Taxes	301,000	304,250		305,771	0.50%	307,300	0.50%	308,837	0.50%	310,381	0.50%
Parking Meter Receipts	1,042,873	1,200,000		1,800,000	50.00%	1,818,000	1.00%	1,836,180	1.00%	1,854,542	1.00%
Ambulance and Recreation Receipts	1,800,000	2,002,610		2,022,636	1.00%	2,042,862	1.00%	2,063,291	1.00%	2,083,924	1.00%
Smith Vocational Tuition	7,500,000	7,761,032		7,838,642	1.00%	7,917,029	1.00%	7,996,199	1.00%	8,076,161	1.00%
Municipal Service Fees	405,050	407,575		411,651	1.00%	415,767	1.00%	419,925	1.00%	424,124	1.00%
Licenses and Permits	960,450	1,028,950		1,039,240	1.00%	1,049,632	1.00%	1,060,128	1.00%	1,070,729	1.00%
Parking and Motor Vehicle Infraction Fines	305,000	505,000		631,250	25.00%	631,250	0.00%	631,250	0.00%	631,250	0.00%
Medicare and Medicaid Reimbursements		80,000		80,000	0.00%	80,000	0.00%	80,000	0.00%	80,000	0.00%
Miscellaneous - PVTIA 5 College, Invest Income, Vet District	339,105	404,887		408,936	1.00%	413,025	1.00%	417,155	1.00%	421,327	1.00%
<b>Sub-total LOCAL RECEIPTS:</b>	<b>17,087,861</b>	<b>18,344,304</b>	<b>7.35%</b>	<b>19,721,626</b>	<b>7.51%</b>	<b>19,924,063</b>	<b>1.03%</b>	<b>20,128,986</b>	<b>1.03%</b>	<b>20,336,433</b>	<b>1.03%</b>
<b>STATE AID</b>											
Chapter 70 School Aid	8,471,394	8,554,554		8,640,100	1.00%	8,726,501	1.00%	8,813,766	1.00%	8,901,903	1.00%
Charter School Tuition Assessment Reimbursement	418,959	173,077		173,077	0.00%	173,077	0.00%	173,077	0.00%	173,077	0.00%
Unrestricted General Government Aid	4,667,261	4,830,615		4,927,227	2.00%	5,025,772	2.00%	5,126,287	2.00%	5,228,813	2.00%
Veterans Benefits Reimbursement	428,261	365,312		365,312	0.00%	365,312	0.00%	365,312	0.00%	365,312	0.00%
Exemptions for Qualifying Elderly, Blind and Veterans	132,382	108,671		108,671	0.00%	108,671	0.00%	108,671	0.00%	108,671	0.00%
State Owned Land - Payment in Lieu of Taxes	99,354	107,230		107,230	0.00%	107,230	0.00%	107,230	0.00%	107,230	0.00%
Off-sets - School Choice and Library	1,371,583	1,321,501		1,321,501	0.00%	1,321,501	0.00%	1,321,501	0.00%	1,321,501	0.00%
Election Reimbursement, CPE Ambulance, other	182,900	223,400		223,400	0.00%	223,400	0.00%	223,400	0.00%	223,400	0.00%
<b>Sub-total STATE AID:</b>	<b>15,772,094</b>	<b>15,684,360</b>	<b>-0.56%</b>	<b>15,866,518</b>	<b>1.16%</b>	<b>16,051,463</b>	<b>1.17%</b>	<b>16,239,244</b>	<b>1.17%</b>	<b>16,429,907</b>	<b>1.17%</b>
<b>OTHER FINANCING SOURCES</b>											
Interfund Operating Transfers - Water, Sewer, Solid Waste	2,044,967	2,089,139		2,120,476	1.50%	2,152,283	1.50%	2,184,567	1.50%	2,239,182	2.50%
Police Station Bond Sale Premium	20,932	18,899		17,204	0.00%	15,848	0.00%	14,450	0.00%	12,967	0.00%
Comcast I-Net and WAN Reimbursement	0	0		0	0.00%	0	0.00%	0	0.00%	0	0.00%
Energy Rebates	0	0		0	0.00%	0	0.00%	0	0.00%	0	0.00%
CPA Administration	15,776	15,776		15,776	0.00%	15,776	0.00%	15,776	0.00%	15,776	0.00%
<b>Fiscal Stability Stabilization Fund</b>	<b>411,367</b>					<b>715,343</b>		<b>1,407,327</b>		<b>1,176,922</b>	
<b>Sub-total OTHER FINANCING SOURCES:</b>	<b>2,493,042</b>	<b>2,123,814</b>	<b>-14.81%</b>	<b>2,153,456</b>	<b>1.40%</b>	<b>2,899,250</b>	<b>34.63%</b>	<b>3,622,120</b>	<b>24.93%</b>	<b>3,444,847</b>	<b>-4.89%</b>
<b>TOTAL ALL REVENUE SOURCES:</b>	<b>100,207,756</b>	<b>105,921,808</b>	<b>5.70%</b>	<b>110,028,846</b>	<b>3.88%</b>	<b>113,745,317</b>	<b>3.38%</b>	<b>117,508,715</b>	<b>3.31%</b>	<b>120,443,253</b>	<b>2.50%</b>

## EXPENDITURES

	FY2021 Budget	FY2022 Budget	Actual Change	FY2023 Budget	Estimated Change	FY2024 Budget	Estimated Change	FY2025 Budget	Estimated Change	FY2026 Budget	Estimated Change
DEPARTMENTAL BUDGETS											
General Government	6,178,106	6,350,754	2.79%	6,541,277	3.00%	6,737,515	3.00%	6,939,640	3.00%	7,147,830	3.00%
Public Safety	14,392,292	14,835,407	3.08%	15,428,823	4.00%	16,045,976	4.00%	16,687,815	4.00%	17,355,328	4.00%
Northampton Public Schools	32,162,012	33,461,896	4.04%	34,800,372	4.00%	36,192,387	4.00%	37,640,082	4.00%	39,145,685	4.00%
Smith Vocational	9,006,705	9,329,014	3.58%	9,373,725	2.00%	9,417,426	2.00%	9,460,063	2.00%	9,501,580	2.00%
Public Works	3,621,018	3,942,184	8.87%	4,099,871	4.00%	4,263,866	4.00%	4,434,421	4.00%	4,611,798	4.00%
Health and Human Services	1,558,921	2,209,594	41.74%	2,286,930	3.50%	2,366,972	3.50%	2,449,816	3.50%	2,535,560	3.50%
Culture and Recreation	2,169,285	2,250,230	3.73%	2,328,988	3.50%	2,410,503	3.50%	2,494,870	3.50%	2,582,191	3.50%
Sub-total OPERATING BUDGET:	69,088,339	72,379,079	4.76%	74,859,986	3.43%	77,434,645	3.44%	80,106,708	3.45%	82,879,971	3.46%
DEBT SERVICE AND CAPITAL											
Long/Short Term Debt	4,473,912	5,061,625	13.14%	5,381,445	0.00%	5,637,664	0.00%	5,571,158	0.00%	5,602,335	0.00%
Cash Capital Projects	-	407,500	100.00%	448,617	10.09%	448,500	-0.03%	450,000	0.33%	450,000	0.00%
Sub-total DEBT SERVICE AND CAPITAL:	4,473,912	5,469,125	22.24%	5,830,062	6.60%	6,086,164	4.39%	6,021,158	-1.07%	6,052,335	0.52%
EMPLOYEE BENEFITS											
Retirement	6,601,443	6,845,018	3.69%	7,084,436	3.80%	7,375,332	3.80%	7,678,397	3.80%	7,994,131	3.80%
OPEB	300,000	350,000	16.67%	400,000	14.29%	450,000	12.50%	500,000	11.11%	550,000.00	10.00%
Health Insurance (Active and Retired)	11,591,432	12,197,937	5.23%	12,685,854	4.00%	13,193,289	4.00%	13,721,020	4.00%	14,269,861	4.00%
Payroll Taxes	942,500	981,158	4.10%	1,020,404	4.00%	1,061,220	4.00%	1,103,669	4.00%	1,147,816	4.00%
Employee Benefits (Workers Comp, Unemp, Life Ins.)	1,033,295	1,047,579	1.38%	1,079,006	3.00%	1,111,377	3.00%	1,144,718	3.00%	1,179,059	3.00%
Sub-total EMPLOYEE BENEFITS:	20,468,670	21,421,692	4.66%	22,269,701	3.96%	23,191,218	4.14%	24,147,804	4.12%	25,140,867	4.11%
INSURANCE AND RESERVES											
Insurances - Liability, Property, Vehicle	455,797	651,970	43.04%	671,529	3.00%	691,675	3.00%	712,425	3.00%	733,798	3.00%
Capital Stabilization Fund	-	425,000	100.00%	450,000	5.88%	475,000	5.56%	500,000	5.26%	500,000	0.00%
Fiscal Stability Stabilization Fund				229,443							
Personnel Reserve	100,000	100,000	0.00%	103,000	3.00%	106,090	3.00%	109,273	3.00%	112,551	3.00%
Sub-total INSURANCE AND RESERVES:	555,797	1,176,970	111.76%	1,453,972	23.54%	1,272,765	-12.46%	1,321,698	3.84%	1,346,349	1.87%
NON-APPROPRIATED USES:											
Overlay for Abatections and Exemptions (mandated reserve)	531,779	575,000	8.13%	589,375	2.50%	604,109	2.50%	619,212	2.50%	634,692	2.50%
Hampshire County Regional Lock-Up Charge	27,122	27,122	0.00%	27,393	1.00%	27,667	1.00%	27,944	1.00%	28,223	1.00%
Off-sets - School Choice and Library	1,371,583	1,321,501	-3.65%	1,321,501	0.00%	1,321,501	0.00%	1,321,501	0.00%	1,321,501	0.00%
Sub-total NON-APPROPRIATED USES:	1,930,484	1,923,623	-0.36%	1,938,269	0.76%	1,953,278	0.77%	1,968,657	0.79%	1,984,417	0.80%
STATE ASSESSMENTS											
Charter School and School Choice Sending Tuition	3,153,356	3,000,773	-4.84%	3,120,804	4.00%	3,245,636	4.00%	3,375,462	4.00%	3,510,480	4.00%
PVTA - RMV Surcharges, DEP Air Pollution, DESE	528,250	550,546	4.22%	556,051	1.00%	561,612	1.00%	567,228	1.00%	572,900	1.00%
Sub-total STATE ASSESSMENT:	3,681,606	3,551,319	-3.54%	3,676,855	3.53%	3,807,248	3.55%	3,942,690	3.56%	4,083,380	3.57%
TOTAL ALL EXPENDITURES:											
	100,198,808	105,921,808	5.71%	110,028,846	3.88%	113,745,317	3.38%	117,508,715	3.31%	121,487,320	3.39%
BUDGET SURPLUS/(SHORTFALL)											
	8,948	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(1,044,067)	

Fiscal Stability Stabilization Fund					
Balance at fiscal year start:	2,975,123	3,070,149	3,070,149	3,299,592	1,176,922
Budget Surplus into Fiscal Stability Stabilization:	-		229,443	-	-
Additional Appropriations and Interest Earned:	500,000				
Use of Fiscal Stability Stabilization:	(411,367)	-	-	(715,343)	(1,407,327)
Balance at fiscal year end:	3,071,654	3,070,149	3,299,592	2,584,249	0

**City of Northampton  
Fiscal Year 2022  
Proposed Budget**

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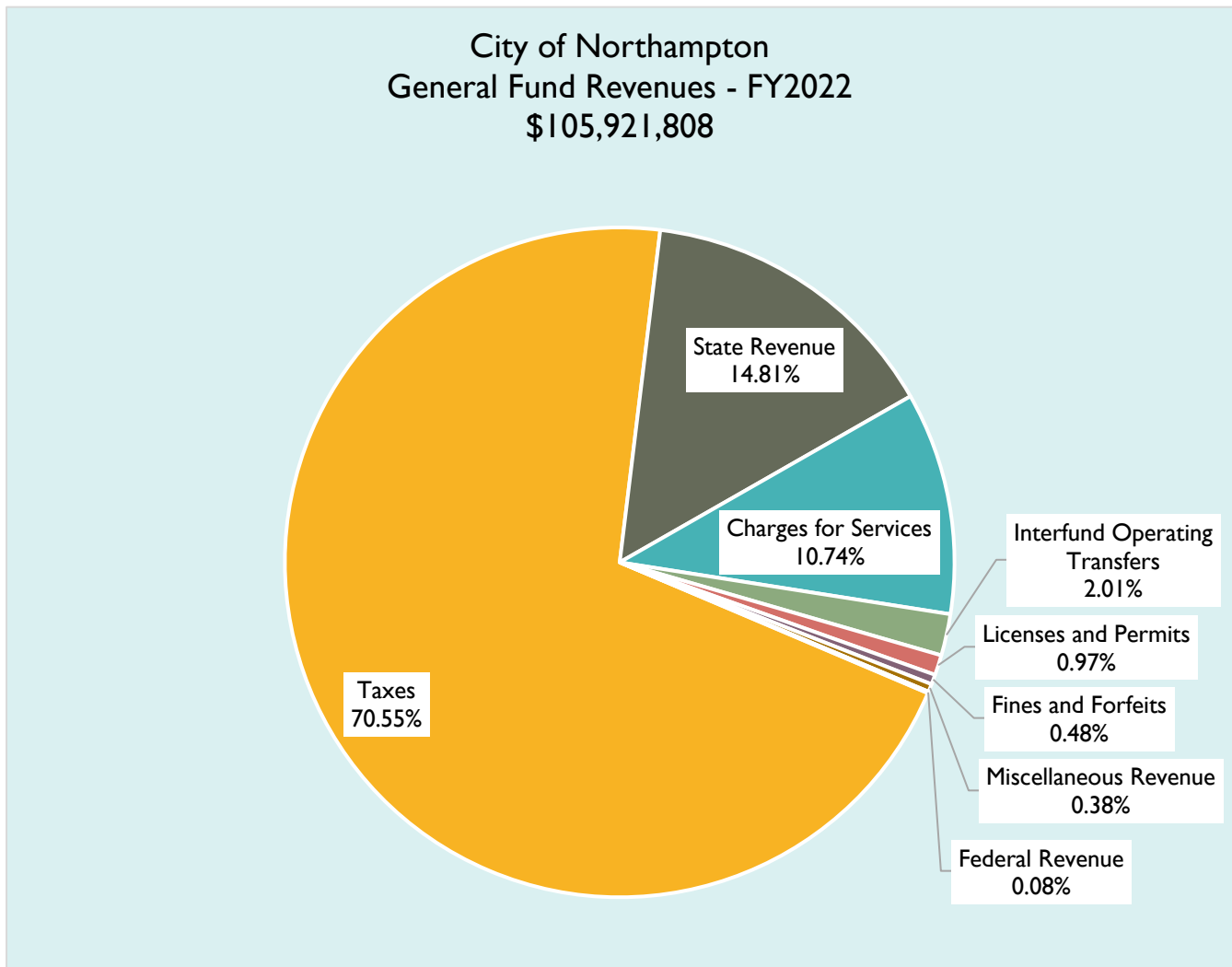
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# REVENUES

## GENERAL FUND

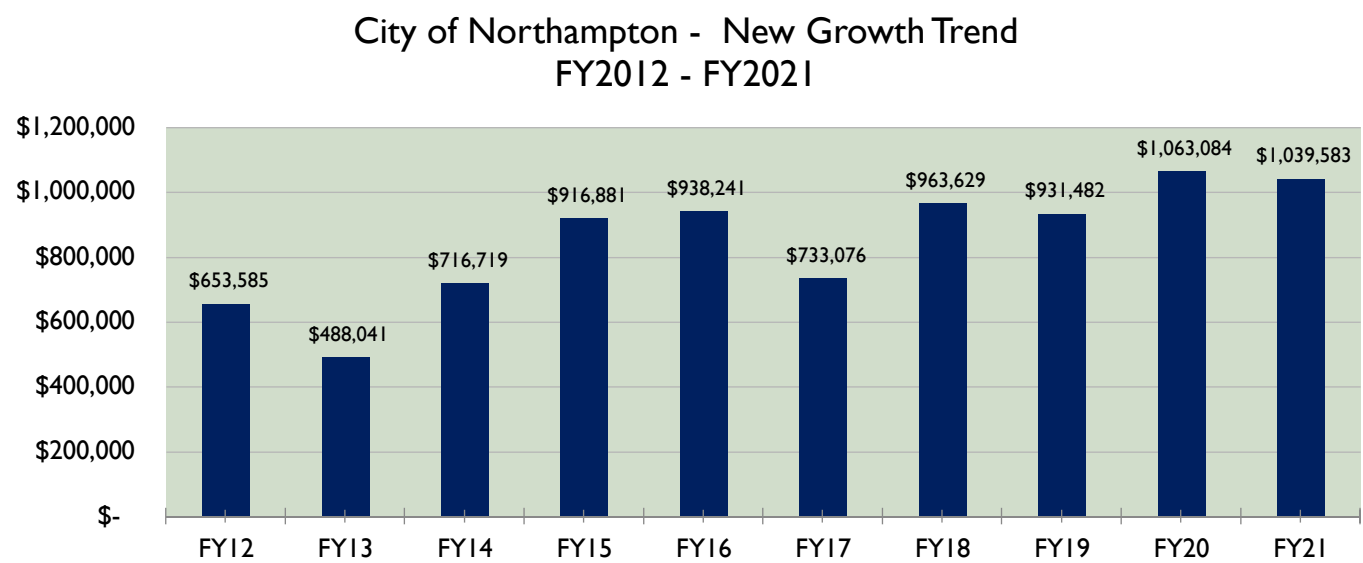
The COVID-19 pandemic has adversely affected the city's revenues for the past two fiscal years, FY2020 and FY2021, and will continue to affect key revenue streams in the FY2022 budget as we move into the economic recovery phase of the pandemic. The FY2022 budget will see the implementation of the delayed \$2.5 million general operating override that was overwhelmingly approved with 62% voter approval on March 3, 2020. The implementation of the override was postponed until FY2022 by the Mayor when it became clear that COVID-19 would cause immediate financial uncertainty for the city, our business community, and residents. The implementation of the override in FY2022 however, is necessary to maintain the city's multi-year Fiscal Stability Plan first implemented in 2013. It is within the context of the pandemic and the expected economic recovery that we make our projections relative to the revenues needed to balance the FY2022 budget.

The city's General Fund is supported by four primary sources of revenue: taxes, state aid, local receipts, and reserves and other fund transfers. General Fund FY2022 revenues, totaling \$105,921,808, are projected to increase by \$5,714,052 or 5.7%, from FY2021.

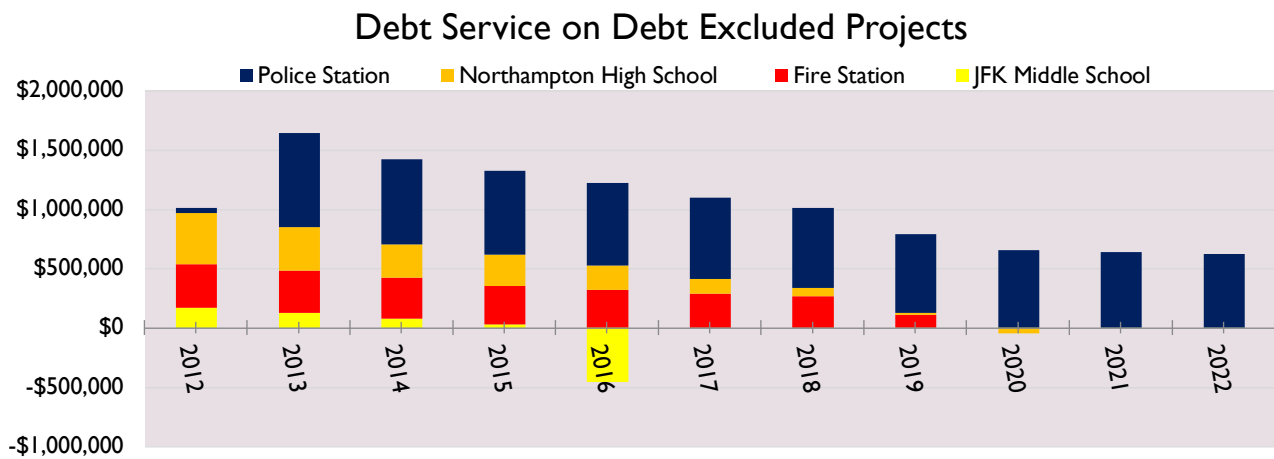




**TAXES:** Local taxes fund the largest share of the city’s budget, \$74,723,580 or 70.6%, in FY2022. **Real estate and personal property taxes** are estimated to total \$69,769,330 in FY2022, which includes the allowable 2.5% increase of \$1,668,265 under Proposition 2½; the approved \$2.5 million override; and a conservative estimate of \$750,000 for new growth. As the economy begins recovery from the pandemic, the new growth estimate will be adjusted, most likely upward. The city has been fortunate that new growth has exceeded \$900,000 in six of the last seven years because construction related to new businesses and housing have generated significant new revenue. The following chart illustrates 10 years of new growth.

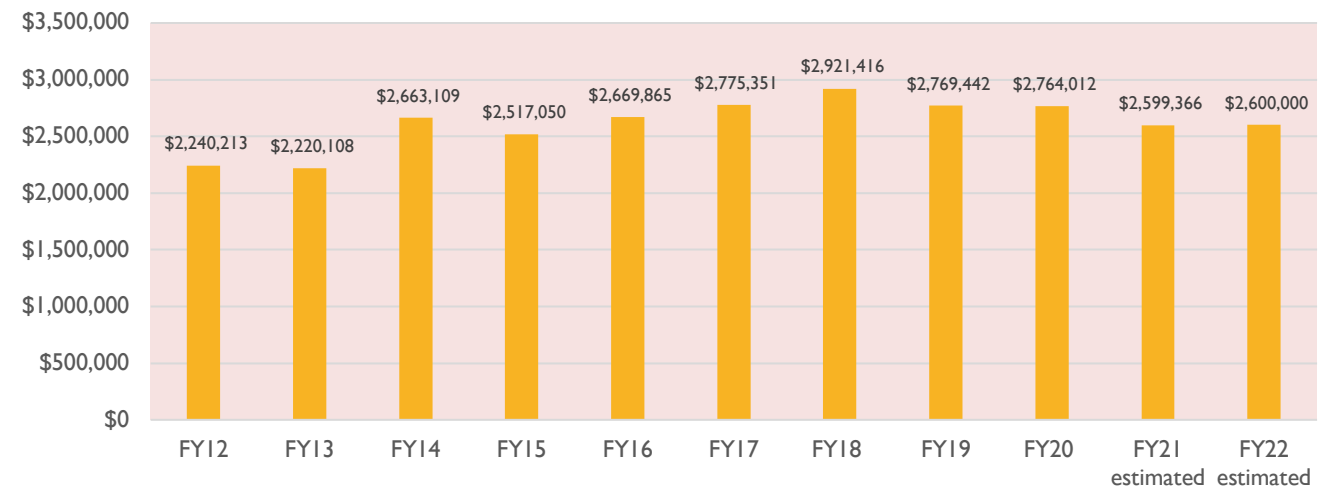


Real estate taxes also include debt service payments on bonds for building projects approved by the voters as property tax **debt exclusions**. These debt excluded projects have included JFK Middle School, Northampton High School and the Fire Station. Currently, the only debt excluded project is the Police Station which is scheduled for final payment in FY2032. As bonds financed by this debt exclusion are paid off over the scheduled life of the borrowing, the amount added to the tax levy declines. Once a debt excluded project is paid off, taxpayers are no longer taxed above the levy limit for that project.



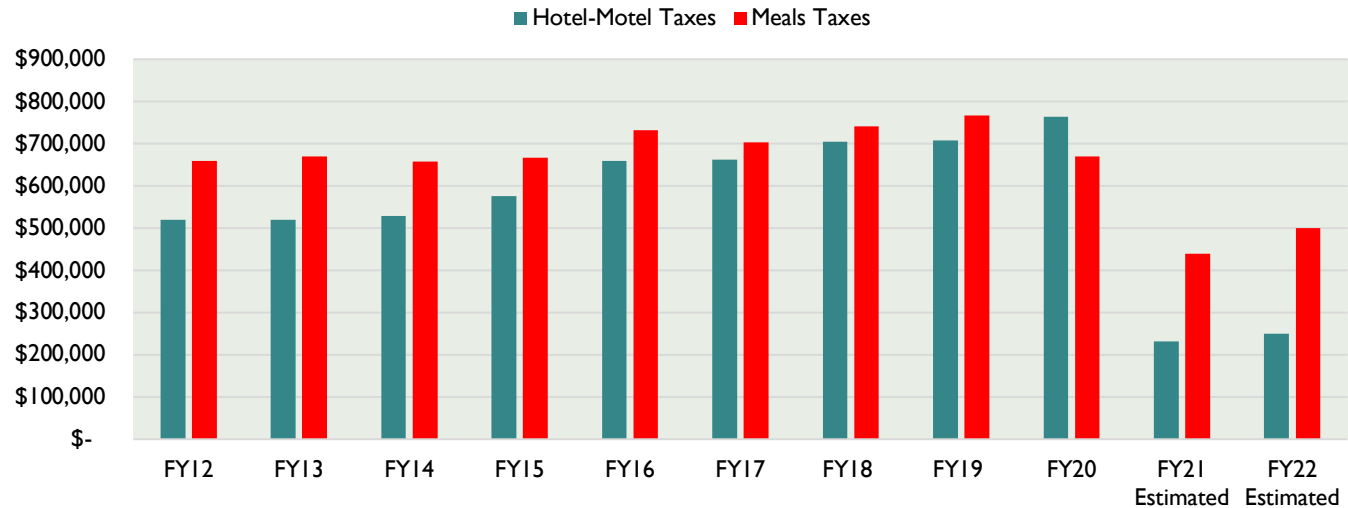
**Motor vehicle excise tax** collections are estimated at \$2,600,000 for FY2022 which is slightly below the five year average of \$2,780,000. Currently FY2021 is on track to bring in a total of \$2,599,000 and we are projecting FY2022 to be similar.

Motor Vehicle Excise FY2012 – FY2022

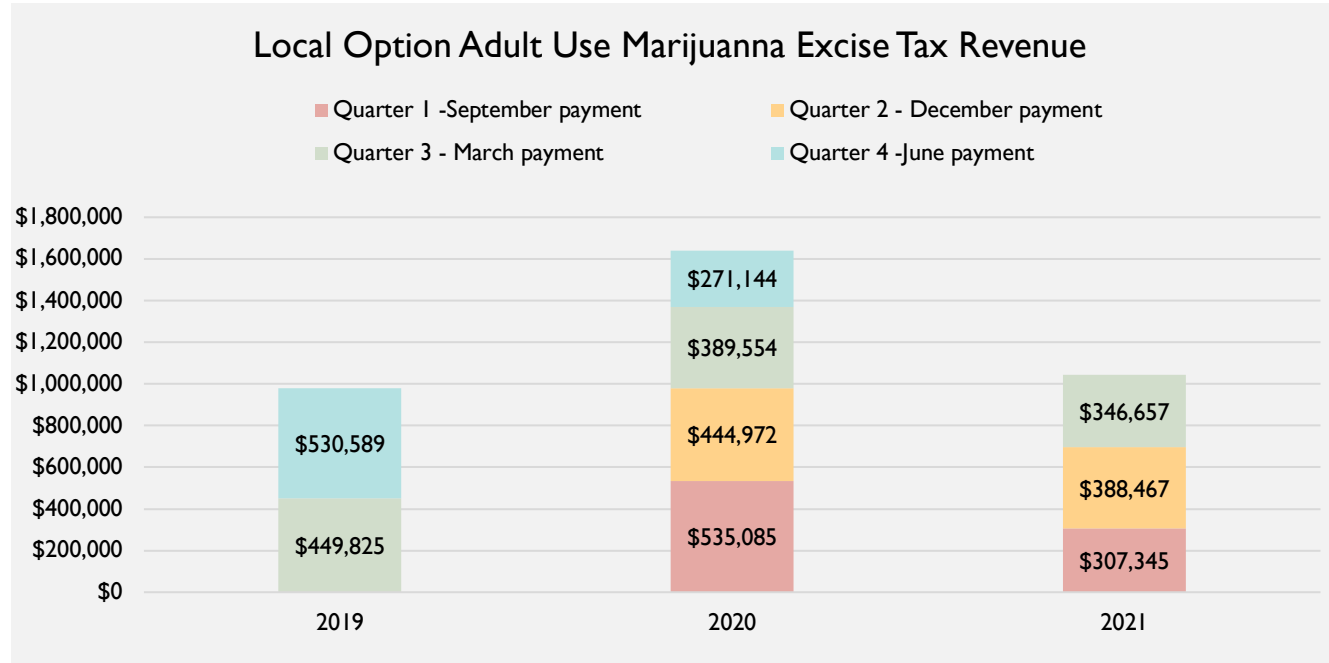


In FY2010 the city adopted two local option taxes, an additional 2% increase in the **Hotel/Motel Room Occupancy Excise Tax** (which was already at 4% and went to 6%) and a 0.75% increase in **Meals Tax**. Hotel/Motel and Meals tax revenue has been dramatically impacted due to the COVID-19 pandemic and while signs of recovery are apparent, we project both revenue streams will continue to be affected during at least the first and second quarters of FY2022. Estimates for FY2022 are conservative and it remains to be seen how quickly these two revenue streams will rebound over the coming months. The following chart illustrates collections for the last 10 years.

Hotel-Motel and Meals Tax  
FY2012 - FY2022



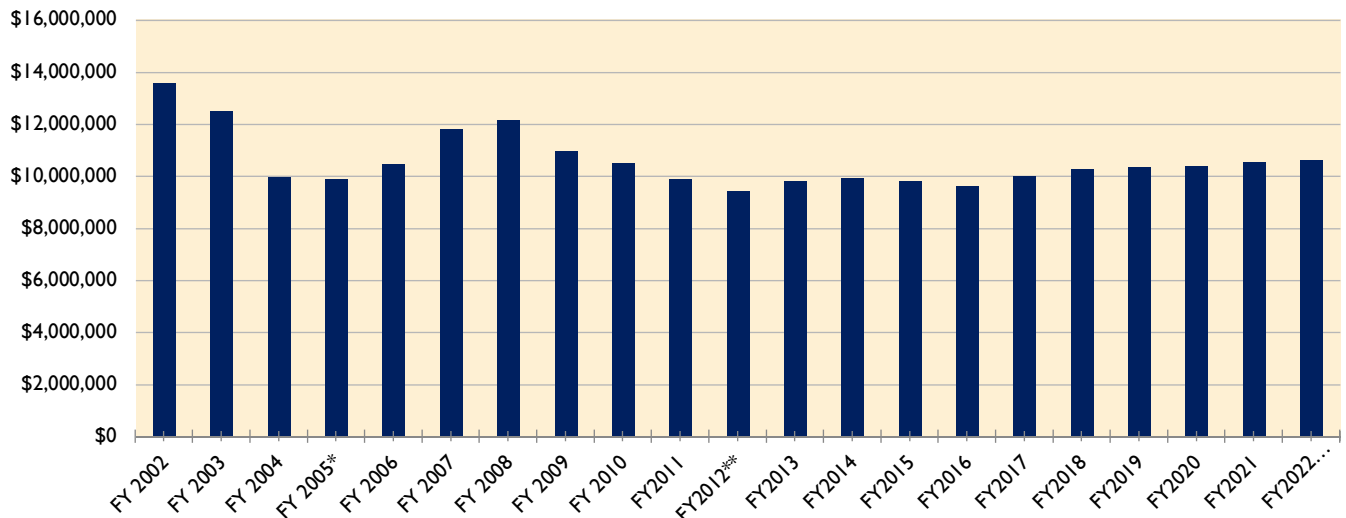
**Adult-use marijuana excise tax** was a new revenue source for the city beginning of FY2019. This is a 3% local option excise tax on adult-use marijuana sales in Northampton. The first retail sale of marijuana in the state took place in Northampton on November 20, 2018. In FY2019, the city received a total of \$980,414 and in FY2020 the city received a total of \$1,640,755 from the adult-use marijuana excise tax. For FY2021 the city projects revenue of approximately \$1.3 million, which is less than the prior fiscal year, primarily as a result of additional marijuana establishments opening in the region. It remains to be seen what will be a sustainable market share for Northampton as more locations open across the state, therefore the city is using a level funded estimate of \$1.3 million for FY2022.



**STATE AID:** Currently, the amount of state aid Northampton will receive in FY2022 is based on the House Budget. Based on our current estimate, state aid would comprise 14.81% of the general fund operating budget revenues. Our current estimate includes a small increase in C.70 School Aid as Northampton is a minimum aid community and does not receive additional funding above minimum aid from the new Student Opportunity Act. In the House budget, Northampton receives \$83,160 more in C.70 or a 0.98% increase.

The chart below shows “NET” state aid. This chart compares the “net” of revenue the city receives from the state (C.70 School Aid, Unrestricted General Government Aid, Charter School Tuition Reimbursement, Veterans Benefits, Payment in Lieu of Taxes for State Owned Land and reimbursement for some types of property tax abatements), versus the charges the city pays to the state, (Outgoing School Choice, Outgoing Charter School Tuition, Regional Transit Assessment, RMV Non-Renewal Surcharges and some smaller assessments). In FY2022, net state aid for Northampton (revenue versus charges) is a positive amount of a mere \$52,135.

**Net State Aid from FY2002 to FY2022**  
**Net state aid excludes offsets for school choice and libraries and MSBA payments**  
**FY2022 is based on the House Budget**  
*\*does not include State Municipal Relief Aid in FY2005*  
*\*\*does not include supplemental appropriation in FY2012*



**FEDERAL REVENUES:** Federal revenues are slated to provide less than 0.08% of the city's general fund operating budget and consist of Medicaid reimbursements for school services provided to eligible children, estimated at \$80,000.

However, the COVID-19 pandemic has brought unprecedented federal aid related to the city. Since the start of the pandemic, Northampton has been documenting and reporting all costs related to the city's response to the pandemic. We are anticipating Federal Emergency Management Agency (FEMA) COVID-19 reimbursement for eligible expenses related to fighting the pandemic. The Coronavirus Aid, Relief and Economic Security (CARES) Act has provided the city with access to \$2.5 million in Coronavirus relief for city and school costs related to our pandemic response. Additional funds via the Community Development Block Grant (CDBG) Program and Elementary and Secondary School Emergency Relief (ESSER) funds for the schools have helped the city cope with the costs of providing services during the COVID-19 pandemic. While none of these sources has provided funds to replace lost revenue, the funding has helped cover the unanticipated costs related to the pandemic.

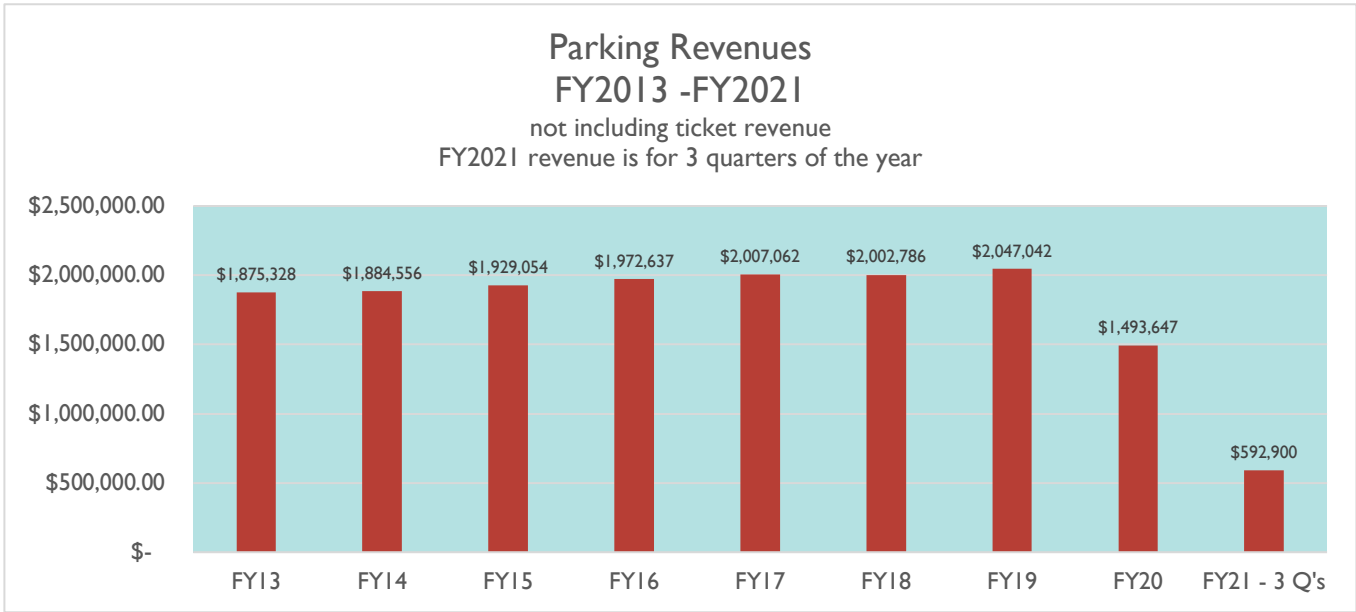
We are anxiously awaiting guidance from the federal government relative to the recently passed American Rescue Plan Act (ARPA) which represents the most sweeping and historic financial support ever provided to cities and towns across the country. The City of Northampton expects to receive approximately \$22 million to spur local economic recovery. Funds may be used to replace revenue lost or reduced as a result of the pandemic, fund COVID-related costs, provide support to aid households and businesses impacted by the crisis, invest in economic recovery and renewal, and fund investments in water, sewer and broadband infrastructure. The funds will be provided in two blocks, in 2021 and 2022, and will be available for use through 2024. The Treasury Department will provide specific

guidance on allowable uses of the funds and will determine final allocations based on the most recent census data and the final language in the law.

**CHARGES FOR SERVICES:** Revenue from all **charges for services** comprise 10.74% of operating revenues and are projected to increase by \$623,294 or 5.80% over what was received in FY2021 to \$11,371,217. Three revenue sources make up 96% of this category of revenue – tuition for Smith Vocational and Agricultural High School (SVAHS), parking receipts, and ambulance receipts.

**Smith Vocational and Agricultural High School out-of-district tuition receipts** represent the largest local receipt of \$7,761,032. Total tuition for regular and special education students at SVAHS is increasing by \$261,032 in FY2022. SVAHS is estimating out-of-district enrollment of 408 students which is 8 more out-of-district students than the 400 in FY2021. Per student tuition from out-of-district enrollment is increasing from \$18,400 in FY2021 to \$18,679 per student in FY2022. The tuition amount is determined by the Department of Elementary and Secondary Education (DESE) for non-resident students. It should be noted that Northampton’s student population at SVAHS continues to remain low with 116 students from Northampton attending in FY2022, constituting 22% of the total anticipated enrollment of 524 students.

**Parking fund revenues** for FY2022 are projected at \$1.2 million which represents a 40% reduction of the revenues annually generated by parking fees pre-COVID. Hand-in-hand with hotel/motel tax, and meals excise tax revenue, parking has been similarly affected by the COVID-19 pandemic. Parking revenues for three quarters of FY2021 are down 60% from FY2019, the last “normal” fiscal year. We are conservatively estimating that we will see \$1,200,000 in parking revenue for FY2022 as the economic recovery downtown proceeds. The following chart shows the revenues received from parking (excluding ticket revenue).

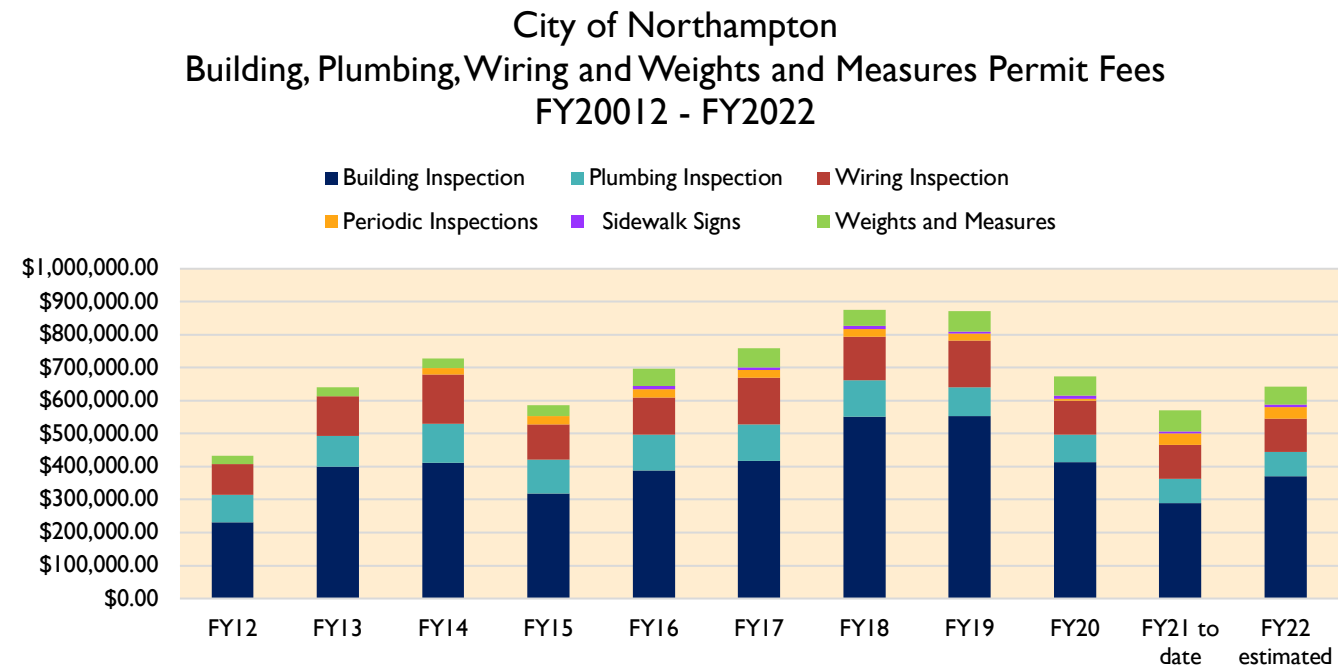


Parking fund revenues are generated from meter receipts from the city’s on-street and off-street parking areas and the E. John Gare Parking Garage. These revenues are used to fund 100% of the staff salaries, benefits, and operating

and capital costs related to parking enforcement and maintenance. Any revenue in excess of the budgeted amount is transferred to the Parking Receipts Reserved for Appropriation (RAA) account to fund parking capital improvements, which currently has a balance of \$1,074,126.

**Ambulance revenues** became a General Fund receipt in FY2013. Prior to that they were kept in a separate fund and transferred to the General Fund periodically throughout the year. The three year average revenue is \$2,087,079. We have budgeted ambulance revenues for FY2022 at \$2.0 million.

**LICENSE AND PERMIT REVENUES:** Estimated revenues from **licenses and permits** are projected at \$1,028,950 which represents a 7.1% increase over budgeted revenues in FY2021. Again, the COVID-19 pandemic has affected building construction but should pick up with the economic recovery. License and permit fees comprise 0.97% of the operating budget revenues. The chart illustrates six types of revenue generating permit fees for construction projects – building inspector permits, electrical permits, plumbing permits, periodic inspections, and sign permits as well as income from weights and measures inspectional services. Other revenue sources in the category of licenses and permits include liquor licenses, health department permits, fire/rescue department permits, and permits issued by planning and sustainability and the DPW.



**FINES AND FORFEITS:** Revenues from **fines and forfeits** are projected at \$505,000 and constitute 0.48% of total operating revenues. Fines include **parking violation fines** and **motor vehicle citations**. **Parking violation** revenues are estimated for FY2022 at \$450,000. Parking fines have been impacted by the COVID-19 pandemic in the same manner as parking fees and therefore, are being budgeted conservatively. **Criminal motor vehicle infractions (CMVI)** revenues are estimated at \$55,000.

**INTERFUND TRANSFERS AND RESERVES:** Interfund operating transfers are budgeted at \$2,123,814, an increase of \$42,139 over FY2021. The largest interfund transfer is from the **Water, Sewer, Solid Waste and Stormwater and Flood Control Enterprise Funds** as reimbursement to the General Fund for support services and fringe benefits for employees paid out of the Enterprise Funds. This is called **Indirect Revenue** and it totals \$2,089,139 for FY2022. The Sewer Enterprise Fund will be assessed indirect charges of \$1,042,931, which is an increase of \$105 over FY2021. The Water Enterprise Fund will be assessed indirect charges of \$614,707 which is an increase of 37,439 over FY2021. The Solid Waste Enterprise Fund will be assessed indirect charges of \$85,720 which is an increase of \$2,254 and the Stormwater and Flood Control Enterprise Fund will be assessed indirect charges of \$345,781, which is an increase of \$4,374 over FY2021. The enterprise fund indirect calculations are included in the Enterprise Fund section of the budget.

In addition to the Enterprise Fund Indirects, there are two other interfund transfers. The city also receives \$15,776 in support from the **Community Preservation Act (CPA)** funds which are appropriated to support CPA committee activities. Lastly, the city must apply the bond premium attributable to the police station debt exclusion to the debt service to reduce the debt exclusion amount charged to taxpayers. In FY2021, that amount is \$18,899.

**MISCELLANEOUS INCOME:** The city's efforts to regionalize **Veterans' Services** in Hampshire County have been very successful and the district continues to serve 10 towns in addition to Northampton. The district brings in \$187,387 in income from the member towns which helps fund three and a half staff that serve our veterans. Investment income is estimated at \$125,000. Other **miscellaneous revenues** include allocations from **Smith Charities** in the amount of \$6,500 to support the Smith Vocational and Agricultural High School budget, \$11,000 from member towns that participate in the laserfische regional program and \$75,000 from **Five Colleges, Inc.**, for a partial reimbursement of the Pioneer Valley Transit Authority assessment.

## **ENTERPRISE FUNDS**

Revenue for the enterprise funds comes from various sources, primarily user fees in the form of water and sewer rates, stormwater and flood control fees and the purchase of trash bags and transfer station permits. The city currently has four enterprise funds – water, sewer, solid waste, and stormwater and flood control. The process to set water and sewer rates requires the Mayor to make a recommendation based on water and sewer operating and capital needs and ultimately a vote by City Council to adopt rates for the coming fiscal year. Water and sewer rates were last raised in FY2020 as there was no increase in FY2021. For FY2022 the Mayor has again recommended no increase in water or sewer rates and therefore rates in FY2022 will remain as follows:

### **WATER RATES for FY2020, FY2021 and FY2022**

#### **Customer with 1" meter or smaller**

Tier 1 consumption: 0 - 16 CCF \$4.51 per CCF

Tier 2 consumption: >16 CCF \$6.09 per CCF

#### **Customers with meter larger than 1"**

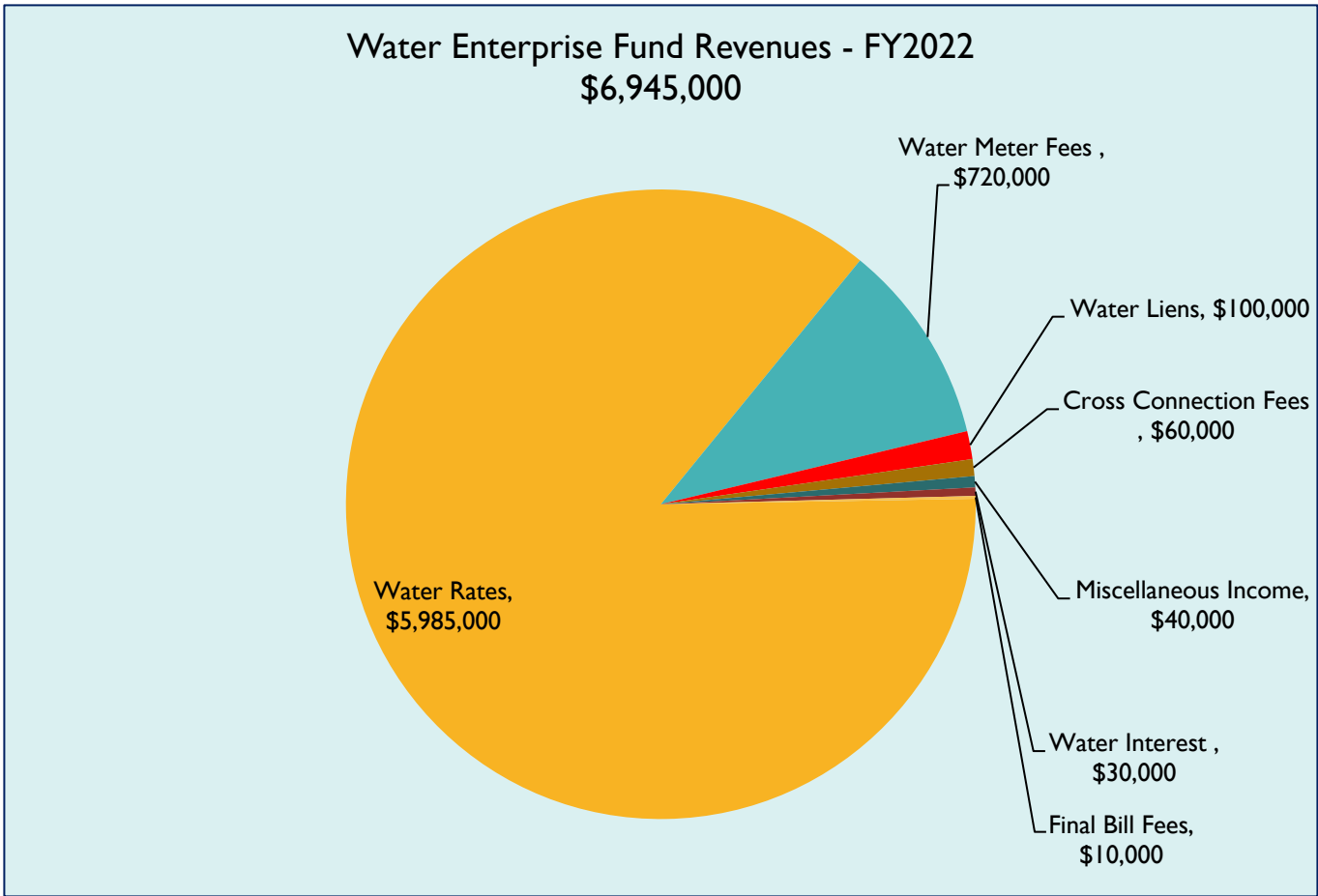
All consumption \$5.99 per CCF

**SEWER RATES for FY2020, FY2021 and FY2022**

Non-metered \$7.86 per CCF based on 80% of metered water consumption  
Metered \$7.86 per CCF

**INCOME BASED DISCOUNT:** Customers who currently qualify for a low-income exemption on real estate or the CPA can receive an exemption on their water, sewer, and stormwater and flood control bill equivalent to the fixed meter charge.

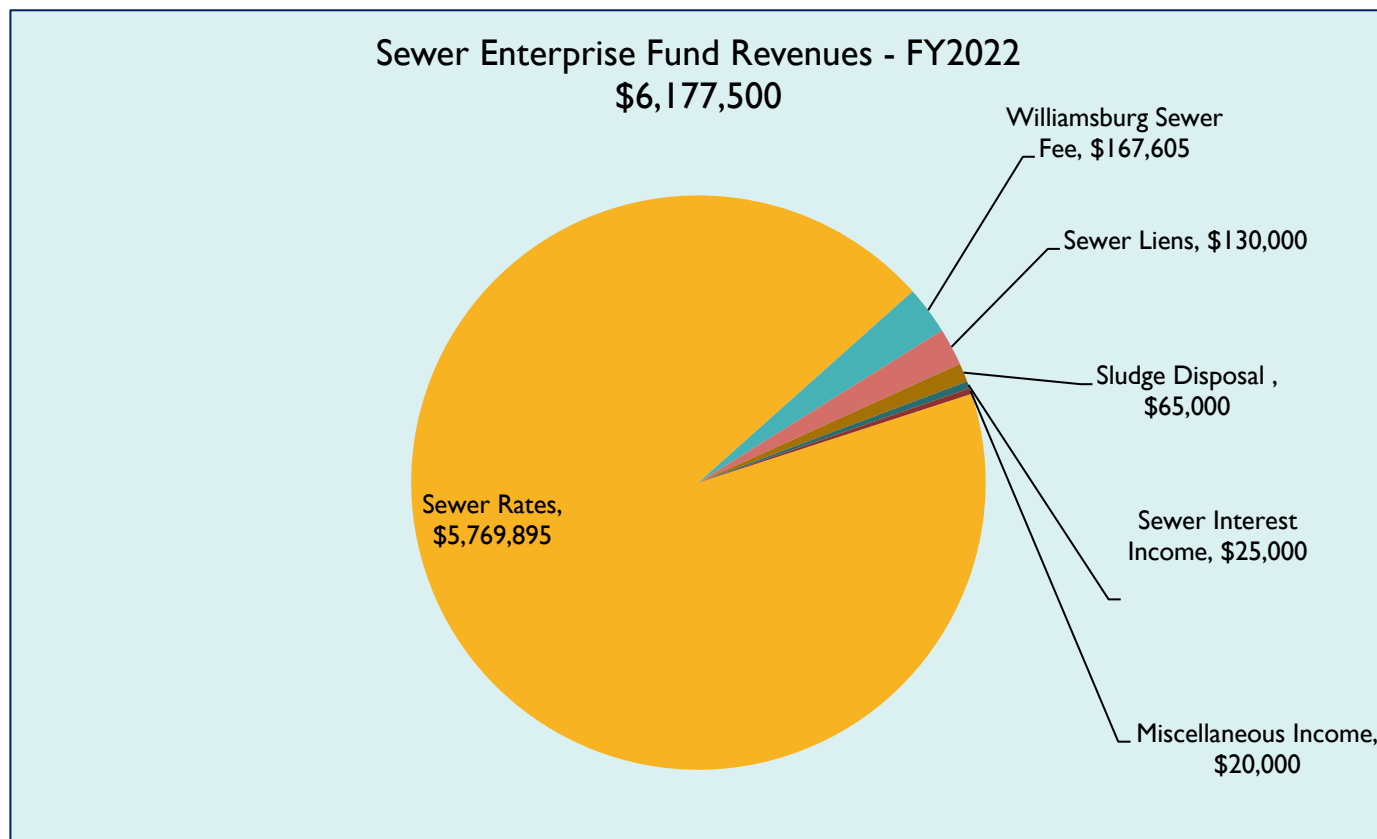
**WATER ENTERPRISE FUND:** Water Enterprise Fund revenues come from the users of the city’s water system. Water rates and meter fees will account for 86.2% of the income to the Water Enterprise Fund. Other income is generated when water bills are paid late in the form of liens and interest on late payments. In FY2021, a reduction in the volume of water consumption was anticipated due to the impact of COVID-19 and therefore revenue from water rates was lowered by 5% and the anticipated shortfall was supplemented with funds from the Water Stabilization Fund. However, we expect water consumption to rebound to pre-COVID levels in FY2022 and therefore no supplemental appropriation from the Water Stabilization Fund is anticipated.



**SEWER ENTERPRISE FUND:** Sewer Enterprise Fund revenues come from the users of the city’s sewer system. Income from sewer rates will account for 93.4% of the income to the Sewer Enterprise Fund. Other income is generated when sewer bills are paid late in the form of liens and interest on late payments. In FY2021, a reduction in the volume of water consumption was anticipated due to the impact of COVID-19 and therefore revenue from



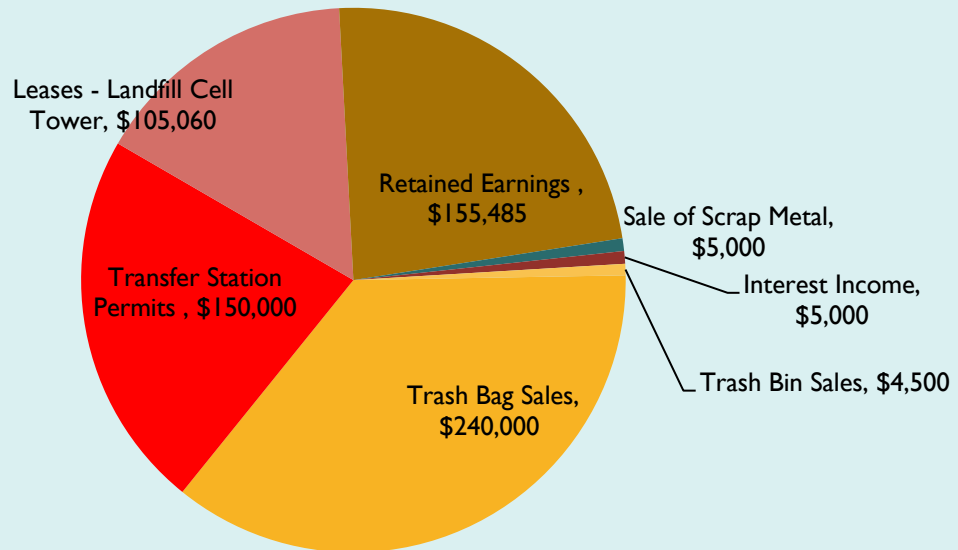
sewer rates was lowered by 5% and the anticipated shortfall was supplemented with funds from the Sewer Stabilization Fund. However, we expect sewer use to rebound to pre-COVID levels in FY2022 and therefore no supplemental appropriation from the Sewer Stabilization Fund is anticipated.



**SOLID WASTE ENTERPRISE FUND:** Solid Waste Enterprise Fund revenues come from the users of the city's transfer station and other related solid waste activities. There is also income generated by leasing land for a cell tower. The largest portion of revenue is generated by the sale of trash bags which are purchased by residents that use the transfer station for their home trash disposal. Trash bag sales generate 36.1% of the revenue. Transfer station permits will remain at the annual fee of \$45. These permit fees are expected to generate 22.6% of the income and are sold to residents so that they may use the city's transfer station located at the DPW facility on Locust Street. In addition to permit fee increases, the transfer station hours of operation will remain unchanged: Tuesday, Wednesday, Thursday and Saturday 7:00 a.m. to 3:45 p.m. at the Locust Street Transfer Station.

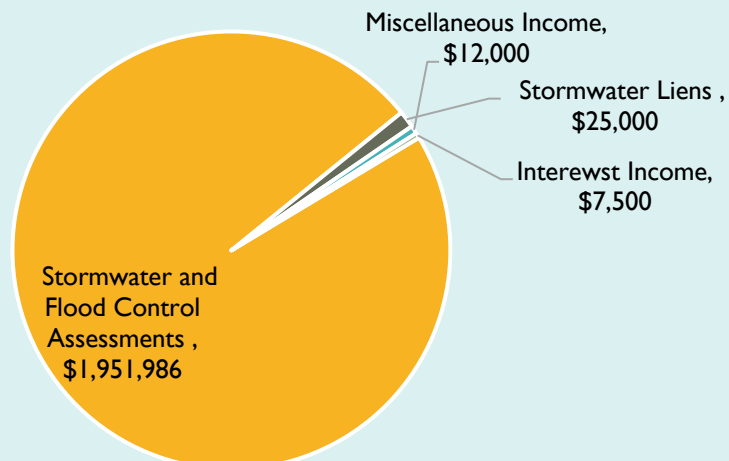
Services available at the transfer station include trash disposal, recyclable disposal and disposal of compost and scrap metal. The lease of landfill land for a cell tower provides 15.8% of the revenues and additional revenues are generated through recycling program participation. Currently, solid waste services are not generating enough revenue to fully cover the costs of the program, and therefore 23.4% or \$155,485 of the revenue needed to provide the service is coming from the Solid Waste Enterprise Fund retained earnings or "free cash". Over the next several fiscal years, the continued viability of the Solid Waste Enterprise Fund will be evaluated.

### Solid Waste Enterprise Fund Revenues - FY2022 \$665,045



**STORMWATER AND FLOOD CONTROL ENTERPRISE FUND:** Revenue generated through stormwater fees is used to maintain the city's flood control and stormwater drainage systems. Fees are based on the amount of stormwater runoff produced by a parcel of land. A billing rate per square foot of hydraulic acreage will be calculated by the DPW each year by dividing the approved annual budget by the total hydraulic acreage that will be billed by the city. Based on the proposed annual budget of \$1,996,486, the FY2022 annual billing rate will be \$0.029438 per square foot of hydraulic area and tier rates should remain virtually unchanged.

### Stormwater and Flood Control Enterprise Fund - FY2022 \$1,996,486



**CITY OF NORTHAMPTON, MASSACHUSETTS  
FY2022 REVENUE SUMMARY**

	Actual FY2018	Actual FY2019	Actual FY2020	RECAP Budget FY2021	Budget FY2022	Dollar Change FY2021-FY2022	% Change FY2021-FY2022
<b>GENERAL FUND</b>							
<b>TAXES</b>							
Real Estate Taxes	55,616,142	57,828,689	58,959,181	63,289,064	68,094,866	4,805,802	7.59%
Personal Property	1,311,548	1,487,222	1,435,026	1,565,695	1,674,464	108,769	6.95%
Tax Title Revenues	189,349	122,126	157,912	0	0	0	0.00%
Tax Possession Revenue	0	0	0	0	0	0	0.00%
Clause 41A R/E Payback	57,489	0	16,660	0	0	0	0.00%
Chapt 61A Deferred Taxes	(6,627)	0	0	0	0	0	0.00%
Motor Vehicle Excise	2,921,416	2,769,442	2,764,012	2,487,610	2,600,000	112,390	4.52%
Boat Excise	4,211	4,347	4,510	4,000	4,000	0	0.00%
Forest Lands Excise	0	0	0	0	0	0	0.00%
Hotel / Motel Tax (Ch 145)	705,138	707,683	764,285	232,993	250,000	17,007	7.30%
Meals Tax (Ch 64L, s.2A)	740,894	766,284	669,607	433,780	500,000	66,220	15.27%
Adult Use Marijuana Excise (Ch 64N:3)	0	980,414	1,640,755	1,200,000	1,300,000	100,000	8.33%
Interest on Taxes	148,610	170,605	133,139	95,000	95,000	0	0.00%
Taxes in Litigation	0	0	0	0	0	0	0.00%
Interest on Tax Titles	44,712	15,304	32,024	28,000	28,000	0	0.00%
Tax Title Attorney Fees	11,973	10,259	8,179	0	0	0	0.00%
Tax Title Releases	1,200	375	1,170	1,000	1,000	0	0.00%
Int/Releases - Clause 41A R/E	51,409	0	3,214	0	0	0	0.00%
PILOT - Housing Authority	34,315	32,928	30,520	30,000	27,000	(3,000)	-10.00%
PILOT - Smith College	101,273	107,092	112,120	112,000	115,000	3,000	2.68%
PILOT - B'Nai Israel Synagogue	2,982	3,040	3,224	3,000	3,000	0	0.00%
PILOT - Easthampton	918	936	875	750	800	50	6.67%
PILOT - Fairgrounds	15,451	12,642	16,539	5,000	5,000	0	0.00%
PILOT - Nonotuck Community School	1,235	1,259	738	1,000	700	(300)	-30.00%
PILOT - Soldier On	9,447	9,630	10,245	8,500	11,000	2,500	29.41%
PILOT - Landfill Solar	6,793	15,000	5,000	10,000	10,000	0	0.00%
PILOT - South Street School	0	0	2,977	2,500	3,500	1,000	40.00%
PILOT - U.S. Fish & Wildlife	259	298	258	250	250	0	0.00%
<b>TOTAL TAXES</b>	<b>61,970,140</b>	<b>65,045,574</b>	<b>66,772,168</b>	<b>69,510,142</b>	<b>74,723,580</b>	<b>5,213,438</b>	<b>7.50%</b>
<b>CHARGES FOR SERVICES</b>							
Parking Meter Receipts	676,558	572,771	600,000	350,000	225,000	(125,000)	-35.71%
Parking Lot Revenue	283,307	221,583	200,000	100,000	125,000	25,000	25.00%
Parking Garage Revenue	561,722	505,000	500,000	300,000	275,000	(25,000)	-8.33%
Parking Pass Revenue	189,406	181,272	150,000	87,500	90,000	2,500	2.86%
Parking Kiosk by Credit Card	1	240,640	200,000	100,000	235,000	135,000	135.00%
Mobile App Revenue	84,804	100,000	207,164	105,373	250,000	144,627	137.25%
Recreation Revenues	46,000	46,000	36,000	0	0	0	0.00%
Ambulance Revenues	1,801,460	2,176,707	2,283,068	1,800,000	2,002,610	202,610	11.26%
Sale of Scrap Metal	0	531	0	0	0	0	0.00%
Fees - Collector	135,989	124,049	62,609	60,000	60,000	0	0.00%
Fees - Municipal Liens	37,150	31,000	40,200	30,000	35,000	5,000	16.67%
Fees - MVE Surcharges	16,040	17,400	14,040	12,000	12,000	0	0.00%
Fees - Cemetery Interments	32,580	27,645	21,775	25,000	16,000	(9,000)	-36.00%
Fees - Police Outside Detail Admin	47,340	80,260	90,443	50,000	75,000	25,000	50.00%
Fees - Fire Outside Detail Admin	3,710	2,751	1,495	1,000	1,000	0	0.00%
Fees - License Comm Appl Fee	275	400	550	0	0	0	0.00%
Fees - City Clerk Misc	43,939	40,449	25,237	25,000	25,000	0	0.00%
Fees - City Clerk Copies	86,730	106,755	92,680	90,000	80,000	(10,000)	-11.11%
Fees Tree Warden	0	13,326	44,802	0	20,000	20,000	0.00%
Tuition - SVAHS	6,403,000	6,873,600	7,056,429	7,500,000	7,761,032	261,032	3.48%
Rentals - City Property	0	1,200	400	0	0	0	0.00%
Dept Rev - Treasurer	195	75	100	250	0	(250)	-100.00%
Dept Rev - Assessors	32	25	0	0	0	0	0.00%
Dept Rev - Registrar of Voters	1,030	750	675	900	675	(225)	-25.00%

	Actual FY2018	Actual FY2019	Actual FY2020	RECAP Budget FY2021	Budget FY2022	Dollar Change FY2021-FY2022	% Change FY2021-FY2022
Dept Rev - Police Dept	49,531	30,143	31,850	30,000	12,000	(18,000)	-60.00%
Dept Rev - General Highway	30	41,825	24,664	20,000	10,000	(10,000)	-50.00%
Dept Rev - Cemeteries	3,555	5,711	2,864	2,500	2,500	0	0.00%
Dept Rev - Police Auctions	5,323	6,139	19,019	1,000	1,000	0	0.00%
Dept Rev - Health	17,198	19,400	17,725	12,000	12,000	0	0.00%
Dept Rev - Building Inspections	37,800	39,125	42,500	43,000	43,000	0	0.00%
Dept Rev - Hearing Officer	2,438	2,438	2,438	2,400	2,400	0	0.00%
Dept Rev - Fire	382	367	376	0	0	0	0.00%
Dept Rev - DPW Bid Docs	570	750	0	0	0	0	0.00%
<b>TOTAL CHARGES FOR SERVICES</b>	<b>10,569,349</b>	<b>11,510,088</b>	<b>11,769,102</b>	<b>10,747,923</b>	<b>11,371,217</b>	<b>623,294</b>	<b>5.80%</b>
<b>LICENSES AND PERMITS</b>							
Liquor Licenses	189,730	183,219	183,299	135,000	175,000	40,000	29.63%
License Comm - Other Licenses	2,769	2,703	3,120	0	0	0	0.00%
City Clerk Licenses	25,295	31,931	26,368	25,000	15,000	(10,000)	-40.00%
Firearm Licenses	5,513	5,100	4,225	3,000	3,000	0	0.00%
Permits - Health Dept	63,000	94,650	79,320	60,000	60,000	0	0.00%
Permits - Burials	15,505	15,755	13,055	9,000	9,000	0	0.00%
Permits - Police Dept	1,111	856	960	950	950	0	0.00%
Permits - Building Inspector	550,669	553,200	412,894	366,000	370,000	4,000	1.09%
Permits - Plumbing Inspector	110,855	87,675	83,730	62,500	75,000	12,500	20.00%
Permits - Wire Inspector	131,426	140,464	103,267	110,000	100,000	(10,000)	-9.09%
Permits - Weights & Measures	48,480	62,682	58,650	45,000	55,000	10,000	22.22%
Permits - Periodic Inspections	24,590	22,480	5,580	10,000	35,000	25,000	250.00%
Permits - Sidewalk Signs	9,450	5,800	10,125	8,000	5,000	(3,000)	-37.50%
Permits - General Highway	80,934	72,445	31,905	31,000	31,000	0	0.00%
Permits - Planning Dept	35,636	44,530	62,523	25,000	25,000	0	0.00%
Permits - Fire Dept	107,873	104,077	67,357	70,000	70,000	0	0.00%
<b>TOTAL LICENSES AND PERMITS</b>	<b>1,402,834</b>	<b>1,427,566</b>	<b>1,146,378</b>	<b>960,450</b>	<b>1,028,950</b>	<b>68,500</b>	<b>7.13%</b>
<b>FINES AND FORFEITS</b>							
CMVI Reimbursements RMV	68,964	60,189	56,025	55,000	55,000	0	0.00%
Parking Tickets	797,743	819,462	666,475	250,000	450,000	200,000	80.00%
<b>TOTAL FINES AND FORFEITS</b>	<b>866,707</b>	<b>879,651</b>	<b>722,500</b>	<b>305,000</b>	<b>505,000</b>	<b>200,000</b>	<b>65.57%</b>
<b>INTERGOVT - STATE - CHERRY SHEET</b>							
Chapter 70 School Aid	8,302,674	8,387,214	8,472,483	8,471,394	8,554,554	83,160	0.98%
School Construction	1,108,358	1,108,358	1,108,359	0	0	0	0.00%
Charter Tuition Reimbursement	292,650	309,017	158,590	418,959	173,077	(245,882)	-58.69%
Unrestricted General Government Aid	4,390,877	4,544,558	4,667,261	4,667,261	4,830,615	163,354	3.50%
Lieu of Taxes - State Owned Land	63,791	91,846	100,063	99,354	107,230	7,876	7.93%
Veterans Benefits	513,965	451,263	394,755	428,261	365,312	(62,949)	-14.70%
Abatements to Elderly	122,267	138,167	45,478	132,382	108,671	(23,711)	-17.91%
Offset: Incoming School Choice Tuition	1,617,281	1,417,286	1,316,678	1,316,678	1,249,388	(67,290)	-5.11%
Offset: Public Libraries	48,562	50,730	55,418	54,905	72,113	17,208	31.34%
<b>TOTAL INTERGOVT - CHERRY SHEET</b>	<b>16,460,425</b>	<b>16,498,439</b>	<b>16,319,085</b>	<b>15,589,194</b>	<b>15,460,960</b>	<b>(128,234)</b>	<b>-0.82%</b>
<b>INTERGOVT - STATE - OTHER</b>							
Other State Revenue	33,991	43,133	23,740	4,500	25,000	20,500	455.56%
MA Ambulance CPE	139,703	191,240	237,064	175,000	195,000	20,000	11.43%
Retirement COLA Reimbursement	4,706	4,706	4,706	3,400	3,400	0	0.00%
<b>TOTAL INTERGOVT - STATE - OTHER</b>	<b>178,400</b>	<b>239,079</b>	<b>265,510</b>	<b>182,900</b>	<b>223,400</b>	<b>40,500</b>	<b>22.14%</b>
<b>INTERGOVT - FEDERAL</b>							
Medicaid Reimbursements - Schools	223,162	256,552	149,347	80,000	80,000	0	0.00%
Federal CARES Relief Ambulance Rev	0	0	55,355	0	0	0	0.00%
<b>TOTAL INTERGOVT - FEDERAL</b>	<b>223,162</b>	<b>256,552</b>	<b>204,702</b>	<b>80,000</b>	<b>80,000</b>	<b>0</b>	<b>0.00%</b>
<b>INTERFUND OPERATING TRANSFERS</b>							
Cemetery Trust Fund/Sale of Lots	15,000	15,000	0	0	0	0	0.0%
Interfund Transfers - Enterprise Funds	2,095,828	1,905,856	1,940,468	2,044,967	2,089,139	44,172	2.2%

	Actual FY2018	Actual FY2019	Actual FY2020	RECAP Budget FY2021	Budget FY2022	Dollar Change FY2021-FY2022	% Change FY2021-FY2022
Wetland Filing Fees Fund 2304	5,000	5,000	0	0	0	0	0.0%
Waterways Fund 2305	1,500	1,500	0	0	0	0	0.0%
Community Preservation Act Funds	13,609	13,609	15,776	15,776	15,776	0	0.0%
Police Station Reserve for Debt Service	27,373	25,679	23,306	20,932	18,899	(2,033)	-9.7%
<b>TOTAL INTERFUND OPERATING</b>	<b>2,158,310</b>	<b>1,966,644</b>	<b>1,979,550</b>	<b>2,081,675</b>	<b>2,123,814</b>	<b>42,139</b>	<b>2.0%</b>
<b>FREE CASH/CAPITAL RESERVES</b>							
Fiscal Stability Stabilization Fund	0	277,850	775,874	411,367	0	(411,367)	-100.00%
<b>TOTAL FREE CASH/CAPITAL RESERVES</b>	<b>0</b>	<b>277,850</b>	<b>775,874</b>	<b>411,367</b>	<b>0</b>	<b>(411,367)</b>	<b>-100.00%</b>
<i>total interfund operating and free cash/cap reserves</i>							
<b>MISCELLANEOUS REVENUE</b>							
PVTA - 5 College Reimbursement	52,923	76,343	59,478	52,000	75,000	23,000	44.23%
Vet Services Regional Assessment	159,694	163,304	169,606	180,843	187,387	6,544	3.62%
Medical Marijuana Host Comm. Fee	200,000	276,700	0	0	0	0	0.00%
Adult Use Marijuana Host Comm. Fee		808,234	0	0	0	0	0.00%
Interest on Investments	121,726	227,125	305,249	88,762	125,000	36,238	40.83%
Tailings Closeout	0	0	321	0	0	0	0.00%
Smith Charities Income	6,914	7,023	6,737	6,500	6,500	0	0.00%
IT Laserfiche Service Regional Assessment	0	39,750	19,230	11,000	11,000	0	0.00%
Miscellaneous Receipts	303,436	133,808	283,284	0	0	0	0.00%
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>844,692</b>	<b>1,732,287</b>	<b>843,905</b>	<b>339,105</b>	<b>404,887</b>	<b>65,782</b>	<b>19.40%</b>
<b>GENERAL FUND TOTAL</b>	<b>94,674,019</b>	<b>99,833,729</b>	<b>100,798,773</b>	<b>100,207,756</b>	<b>105,921,808</b>	<b>5,714,052</b>	<b>5.70%</b>
<b>ENTERPRISE FUNDS</b>							
<b>WATER ENTERPRISE RECEIPTS</b>							
Tax Title Revenue	7,919	4,404	2,429	0	0	0	0.00%
Interest on Tax Titles	1,308	629	846	0	0	0	0.00%
Water Rates	5,837,911	5,927,010	5,947,720	5,385,000	5,985,000	600,000	11.14%
Water Liens	141,083	136,943	111,101	100,000	100,000	0	0.00%
Water Interest Earned	25,520	21,644	21,658	15,000	15,000	0	0.00%
Water Miscellaneous Income	52,600	96,719	149,132	40,000	40,000	0	0.00%
Water Meter Fees	613,865	676,818	742,753	720,000	720,000	0	0.00%
Water Cross Connection Fees	86,005	90,252	87,193	60,000	60,000	0	0.00%
Water Interest on Fund Balance	54,135	98,249	124,772	15,000	15,000	0	0.00%
Final Bill Fees	0	13,950	13,900	10,000	10,000	0	0.00%
Sale of Scrap Metal	0	7,463	0	0	0	0	0.00%
DPW Bid Documents	0	60	1,681	0	0	0	0.00%
Water Enterprise Stabilization Fund	816,680	0	0	600,000	0	(600,000)	-100.00%
<b>TOTAL WATER ENTERPRISE REVENUES</b>	<b>7,675,572</b>	<b>7,074,142</b>	<b>7,203,185</b>	<b>6,945,000</b>	<b>6,945,000</b>	<b>0</b>	<b>0.00%</b>
<b>SEWER ENTERPRISE RECEIPTS</b>							
Tax Title Revenue	7,807	3,655	2,171	0	0	0	0.00%
Interest on Tax Titles	1,322	649	631	0	0	0	0.00%
Sludge Disposal	0	55,500	64,700	65,000	65,000	0	0.00%
Sale of Scrap Metal	0	3,408	0	0	0	0	0.00%
Sewer Rates	6,184,136	6,042,418	5,947,666	5,169,895	5,769,895	600,000	11.61%
Sewer Liens	142,383	169,225	148,847	130,000	130,000	0	0.00%
Sewer Interest Earned	25,621	27,840	21,396	25,000	25,000	0	0.00%
Sewer Miscellaneous Income	20,925	43,157	48,711	20,000	20,000	0	0.00%
Sewer Interest on Fund Balance	54,333	86,293	69,393	0	0	0	0.00%
DPW Bid Documents	0	500	0	0	0	0	0.00%
Sewer Enterprise Stabilization Fund				600,000	0	(600,000)	-100.00%
Williamsburg Sewer			167,605	167,605	167,605	0	
<b>TOTAL SEWER ENTERPRISE REVENUES</b>	<b>6,436,527</b>	<b>6,432,645</b>	<b>6,471,120</b>	<b>6,177,500</b>	<b>6,177,500</b>	<b>0</b>	<b>0.00%</b>
<b>SOLID WASTE ENTERPRISE RECEIPTS</b>							
Refuse Fees	1,524	11,651	11,617	0	0	0	0%

	Actual	Actual	Actual	RECAP	Budget	Dollar	%
	FY2018	FY2019	FY2020	Budget	Budget	Change	Change
	FY2018	FY2019	FY2020	FY2021	FY2022	FY2021-FY2022	FY2021-FY2022
Landfill Stickers	95,544	96,974	83,534	142,500	150,000	7,500	5%
Recycling Program Revenues	16,217	8,738	9,461	5,000	0	(5,000)	-100%
Sale of Scrap Metal	10,068	6,790	8,307	5,000	5,000	0	0%
Compost Membership	5,967	6,832	7,309	4,000	0	(4,000)	-100%
Trash Bag Sales	233,409	232,605	194,919	230,000	240,000	10,000	4%
Trash Bin Sales	0	4,499	4,389	4,500	4,500	0	0%
Interest Income	8,500	12,183	16,194	5,000	5,000	0	0%
Gas Revenue	28,633	27,987	28,171	25,000	0	(25,000)	-100%
Leases - Landfill Cell Tower	120,022	139,578	140,106	102,000	105,060	3,060	3%
Miscellaneous	5,822	0	307	0	0	0	0%
Retained Earnings	127,759	163,896	121,659	272,326	155,485	(116,841)	-43%
<b>TOTAL SOLID WASTE ENT. REVENUES</b>	<b>653,465</b>	<b>711,732</b>	<b>625,972</b>	<b>795,326</b>	<b>665,045</b>	<b>(130,281)</b>	<b>-16%</b>
<b>STORMWATER AND FLOOD CONTROL</b>							
Tax Title Revenue	2,368	2,814	4,474	0	0	0	0.00%
Interest on Tax Titles	311	299	1,016	0	0	0	0.00%
Stormwater and Flood Control Assessments	1,882,937	1,917,578	1,881,030	1,951,986	1,951,986	0	0.00%
Stormwater and Flood Control Liens	66,411	77,977	67,110	25,000	25,000	0	0.00%
Interest Income	9,755	11,049	9,790	7,500	7,500	0	0.00%
Miscellaneous Income	17,948	45,801	23,272	12,000	12,000	0	0.00%
Interest Income on Fund Balance	20,626	31,278	26,449	0	0	0	0.00%
DPW Bid Documents	0	250	0	0	0	0	0.00%
<b>TOTAL STORMWATER AND FLOOD CONTROL</b>	<b>2,000,356</b>	<b>2,087,047</b>	<b>2,013,141</b>	<b>1,996,486</b>	<b>1,996,486</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL ENTERPRISE REVENUES</b>	<b>16,765,920</b>	<b>16,305,565</b>	<b>16,313,419</b>	<b>15,914,312</b>	<b>15,784,031</b>	<b>(130,281)</b>	<b>-0.82%</b>
						0	
<b>GRAND TOTAL ALL FUNDS</b>	<b>111,439,939</b>	<b>116,139,294</b>	<b>117,112,192</b>	<b>116,122,068</b>	<b>121,705,839</b>	<b>5,583,771</b>	<b>4.81%</b>

## PROPERTY TAX LEVY CALCULATION EXPLAINED

Prior to the passage of Proposition 2½, municipalities created their budgets by determining how much it would cost to provide the city's programs and services, and then raising the necessary funds through the tax levy. Under Proposition 2½, municipalities in Massachusetts are limited to increasing the local tax levy by no more than 2½% above the current tax levy, plus new growth, in any one year. The shift means that instead of beginning with a budget based on the programs and services the city wants to provide, the city now begins with a set amount of tax levy funding and determines what programs and services it can provide based on that amount. For example, if the tax levy in year one was \$1,000, and there was \$100 in new growth (new construction or additions to homes or businesses), then in year two, the city's tax levy could grow to no more than \$1,125.

$$\$1,000 \text{ levy} + \$100 \text{ new growth} = \$1,100 \times 1.025\% = \$1,125$$

Debt exclusions, those Proposition 2½ overrides, which allow the city to increase property taxes for the purpose of paying for a particular project, such as the Northampton Police Station, decrease every year until they are fully paid off. This portion of residential property taxes goes down each year.

### Common Misunderstandings

Proposition 2½ is a complex finance law, but its simple name has led to some frequent misunderstandings. Often, residents might think that the law means that their individual property taxes should only rise by 2½% each year. In reality, it is the **city's total tax levy** that will rise by that amount each year. How that levy is apportioned among all the residential and commercial properties is through a different process, and the result is that the tax burden on some properties will increase, and on others will decrease, and by varying amounts.

The city is required to revalue all property every five years. When this happens, an independent company assesses the values of homes and businesses relative to each other and to the current market. It looks at sales of comparable properties in the last two years to arrive at fair market values. When the assessment is done, we have the total value of all of the properties in Northampton.

Once we have those two figures - the total value of real estate property in Northampton, and the amount of tax levy we can raise under Proposition 2½ - the city assessors calculate what the city's tax rate will be in the coming year. In the current fiscal year, the tax rate is \$17.37 per \$1,000 of your property value.

Now that we have the tax rate, we go back to the valuations of each property in the city and calculate the tax bill for individual property owners. If your property is valued at \$100,000, your property tax bill would be  $100 \times \$17.37$  or \$1,737.

If you believe your property assessment is significantly higher than its actual value on the fair market, you can apply for a tax abatement. Remember, however, that while market forces change daily, your home's value for the purposes of the tax levy is calculated on comparable sales in the past two years.

If a home is found to have been valued incorrectly and receives an abatement, those tax dollars that are abated for that one property owner are reassessed over the rest of the taxable properties in Northampton. The total of the city's property tax levy remains the same, only the distribution changes.

**PROPERTY TAX LEVY CALCULATION**  
**PROPERTY TAX LEVY CALCULATION**

	Reval Year					% Change FY2020-FY2021
	FY2018 Budget	FY2019 Budget	FY2020 Budget	FY2021 Budget	FY2022 Budget	
Base Levy From Prior Year	54,433,890	56,758,509	59,108,954	61,649,762	66,730,589	5,080,827
2 1/2% Increase	1,360,847	1,418,963	1,477,724	1,541,244	1,668,265	127,021
Override	0	0	0	2,500,000	0	(2,500,000)
New Growth	963,629	931,482	1,063,084	1,039,583	750,000	(289,583)
<b>Levy Limit</b>	<b>56,758,366</b>	<b>59,108,954</b>	<b>61,649,762</b>	<b>66,730,589</b>	<b>69,148,853</b>	<b>2,418,265</b>
JFK Middle School	0	0	0	0	0	0
Fire Station	261,500	107,625	0	0	0	0
High School	68,655	12,410	(46,561)	0	0	0
Police Station	674,501	663,697	648,569	633,442	620,476	(12,966)
<b>Subtotal Debt Exclusions</b>	<b>1,004,656</b>	<b>783,732</b>	<b>602,008</b>	<b>633,442</b>	<b>620,476</b>	<b>(12,966)</b>
						<b>0</b>
<b>Max Allowable Levy (Levy Limit + Debt Excl)</b>	<b>57,763,022</b>	<b>59,892,687</b>	<b>62,251,771</b>	<b>67,364,032</b>	<b>69,769,330</b>	<b>2,405,300</b>
LESS: Actual Tax Levy	57,747,167	59,864,406	61,837,364	64,854,760		
<b>Excess (Unused) Levy Capacity</b>	<b>15,856</b>	<b>28,281</b>	<b>414,406</b>	<b>2,509,272</b>		
<b>Actual Tax Levy</b>	<b>57,747,167</b>	<b>59,864,406</b>	<b>61,726,940</b>	<b>64,854,760</b>		
<b>Levy Ceiling (2.5% of Total Valuation)</b>	<b>84,722,956</b>	<b>86,160,631</b>	<b>92,019,887</b>	<b>93,343,062</b>		



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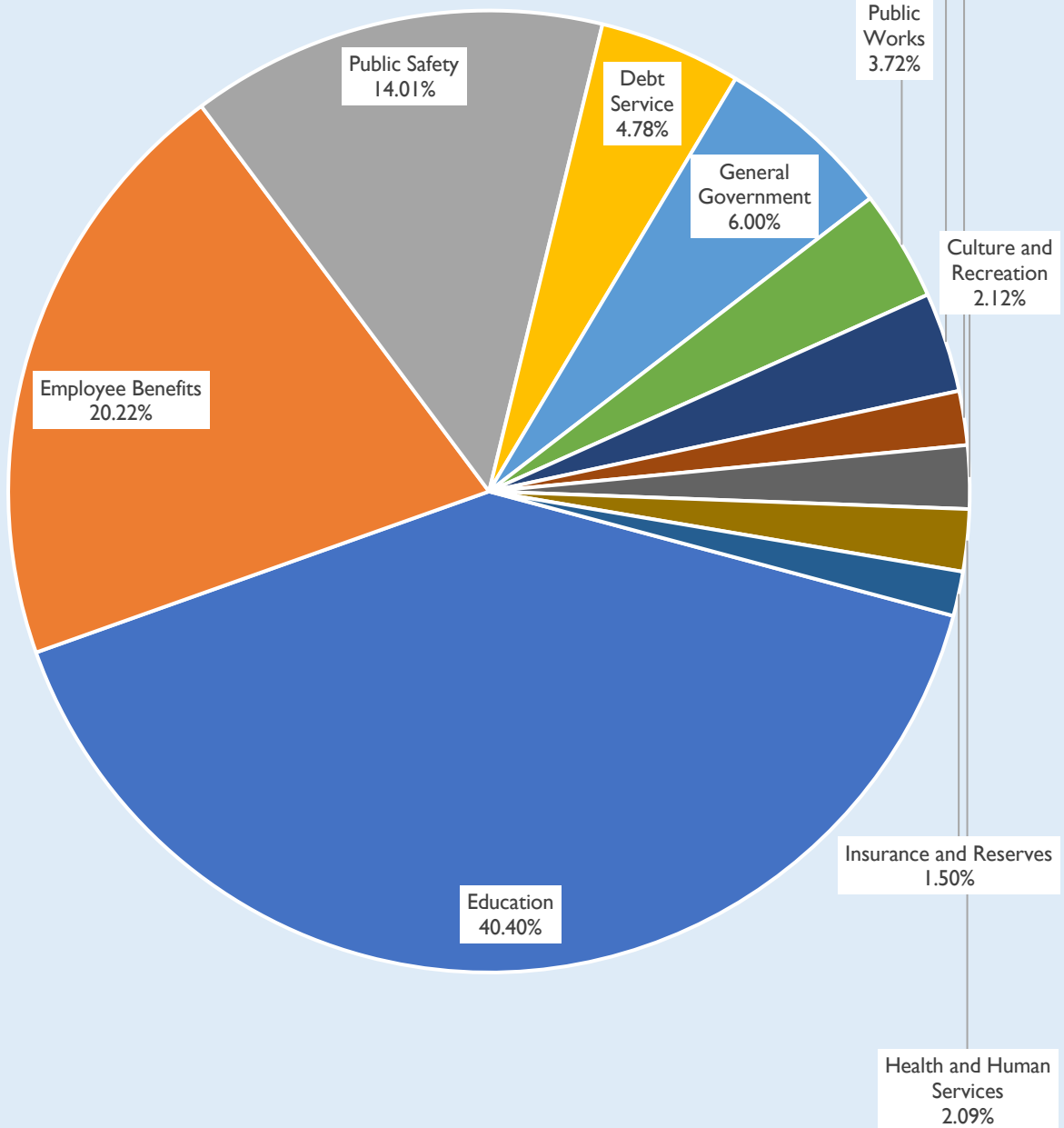
**CITY OF NORTHAMPTON, MASSACHUSETTS  
FY2022 EXPENDITURE SUMMARY**

	Actual FY2018	Actual FY2019	Actual FY2020	RECAP Budget FY2021	Budget FY2022	Dollar Change FY2021-FY2022	% Change FY2021-FY2022
<b>GENERAL GOVERNMENT</b>							
City Council	168,224	187,422	194,648	220,893	203,636	(17,257)	-7.81%
Office of the Mayor	448,968	467,839	484,618	432,898	435,711	2,813	0.65%
Office of the Auditor	289,251	314,029	339,674	368,510	378,181	9,671	2.62%
Office of the Assessor	236,435	271,984	351,802	313,220	301,774	(11,446)	-3.65%
Office of the Treasurer Collector	541,378	586,184	555,168	654,353	672,534	18,181	2.78%
City Solicitor	198,567	329,308	409,968	275,000	275,000	-	0.00%
Human Resources Department	249,882	297,554	297,646	336,734	329,689	(7,045)	-2.09%
Information Technology Services Department	718,395	818,025	1,016,871	1,052,880	1,154,320	101,440	9.63%
Office of the City Clerk	224,600	272,366	307,701	332,768	339,418	6,650	2.00%
Office of Planning & Sustainability	348,836	363,176	425,823	435,643	451,289	15,646	3.59%
Central Services Department	1,398,361	1,448,522	1,608,189	1,755,206	1,809,202	53,996	3.08%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>4,822,896</b>	<b>5,356,409</b>	<b>5,992,109</b>	<b>6,178,106</b>	<b>6,350,754</b>	<b>172,648</b>	<b>2.79%</b>
<b>PUBLIC SAFETY</b>							
Police Department	5,778,403	5,803,542	6,033,123	6,030,801	6,209,434	178,633	2.96%
Parking - Enforcement	181,866	186,195	193,960	194,801	200,223	5,422	2.78%
Public Safety Communications Center	559,837	599,107	646,979	721,651	727,406	5,755	0.80%
Fire Rescue Department	5,597,391	5,983,650	5,868,962	6,375,916	6,582,076	206,160	3.23%
Building Department	397,229	414,860	511,781	475,416	519,286	43,870	9.23%
Emergency Management	6,000	-	-	-	-	-	0.00%
Parking - Maintenance	398,584	372,575	443,950	593,707	596,982	3,275	0.55%
<b>TOTAL PUBLIC SAFETY</b>	<b>12,919,310</b>	<b>13,359,928</b>	<b>13,698,755</b>	<b>14,392,292</b>	<b>14,835,407</b>	<b>443,115</b>	<b>3.08%</b>
<b>EDUCATION</b>							
Smith Vocational & Agricultural High School	7,630,926	8,137,138	8,359,958	9,006,705	9,329,014	322,309	3.58%
School Department	28,838,966	29,704,135	31,043,917	32,162,012	33,461,896	1,299,884	4.04%
<b>TOTAL EDUCATION</b>	<b>36,469,892</b>	<b>37,841,273</b>	<b>39,403,874</b>	<b>41,168,717</b>	<b>42,790,910</b>	<b>1,622,193</b>	<b>3.94%</b>
<b>PUBLIC WORKS</b>							
Administration and Engineering Division	-	255,424	273,025	272,833	283,107	10,274	3.77%
Streets / General Highway Division	1,421,886	1,408,660	1,399,478	1,528,387	1,709,257	180,870	11.83%
Streets / Snow & Ice Division	705,982	663,446	576,928	500,000	500,000	-	0.00%
Forestry, Parks and Cemeteries Division	-	832,671	1,213,640	1,319,798	1,449,820	130,022	9.85%
<b>TOTAL PUBLIC WORKS</b>	<b>3,011,717</b>	<b>3,160,200</b>	<b>3,463,072</b>	<b>3,621,018</b>	<b>3,942,184</b>	<b>321,166</b>	<b>8.87%</b>
<b>HEALTH AND HUMAN SERVICES</b>							
Health Department	272,060	293,331	310,366	447,616	592,340	144,724	32.33%
Department of Community Care (NEW in FY2022)	-	-	-	-	423,955	423,955	100.00%
Senior Services Department	229,941	247,744	322,321	241,676	392,875	151,199	62.56%
Veterans' Services Department	769,340	720,453	665,345	869,628	800,424	(69,204)	-7.96%
<b>TOTAL HUMAN SERVICES</b>	<b>1,271,342</b>	<b>1,261,527</b>	<b>1,298,032</b>	<b>1,558,921</b>	<b>2,209,594</b>	<b>650,674</b>	<b>41.74%</b>
<b>CULTURE &amp; RECREATION</b>							
Forbes Library	1,273,185	1,311,381	1,350,722	1,391,244	1,432,981	41,737	3.00%
Lilly Library	318,306	327,856	341,201	351,437	361,981	10,544	3.00%
Parks and Recreation Department	231,442	260,446	323,430	345,181	366,233	21,052	6.10%
Arts and Culture Department	66,045	71,294	76,973	81,423	89,035	7,612	9.35%
<b>TOTAL CULTURE &amp; RECREATION</b>	<b>1,888,978</b>	<b>1,970,977</b>	<b>2,092,326</b>	<b>2,169,285</b>	<b>2,250,230</b>	<b>80,945</b>	<b>3.73%</b>
<b>DEBT SERVICE</b>							
Long-Term Bonds Principal	4,269,100	4,923,850	5,029,900	3,591,700	4,111,300	519,600	14.47%
Long-Term Bonds Interest	1,013,920	993,644	972,790	837,212	905,324	68,112	8.14%
Temporary Bonds Principal / Paydowns	-	-	-	45,000	45,000	-	0.00%
<b>TOTAL DEBT SERVICE</b>	<b>5,283,020</b>	<b>5,917,494</b>	<b>6,002,690</b>	<b>4,473,912</b>	<b>5,061,624</b>	<b>587,712</b>	<b>13.14%</b>

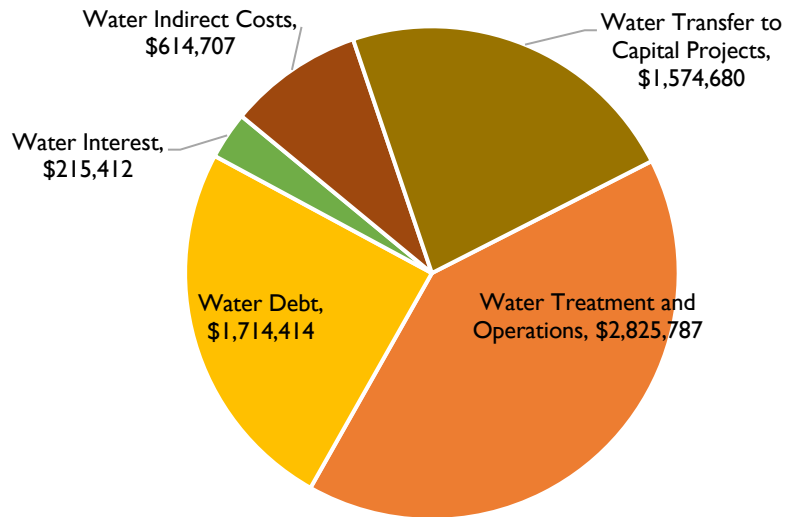
	Actual FY2018	Actual FY2019	Actual FY2020	RECAP Budget FY2021	Budget FY2022	Dollar Change FY2021-FY2022	% Change FY2021-FY2022
<b>EMPLOYEE BENEFITS</b>							
Contributory Retirement System	5,656,941	5,826,095	6,301,238	6,559,443	6,803,018	243,575	3.71%
Pensions Non-Contributory & Actuarial OPEB	40,458	31,688	42,318	42,000	42,000	-	0.00%
OPEB Trust Fund	200,000	250,000	300,000	300,000	350,000	50,000	16.67%
Workers' Compensation	446,227	507,253	500,000	450,000	465,281	15,281	3.40%
Workers' Compensation - Police & Fire	192,844	211,257	213,325	234,360	237,298	2,938	1.25%
Unemployment Compensation	40,463	24,039	22,316	113,935	110,000	(3,935)	-3.45%
Group Medical Insurance	10,678,690	10,202,369	10,721,943	11,591,432	12,197,937	606,505	5.23%
Life Insurance	40,858	40,476	53,193	55,000	55,000	-	0.00%
Payroll Taxes	730,851	774,474	831,511	942,500	981,159	38,659	4.10%
Other Benefits	180,000	180,000	208,501	180,000	180,000	-	0.00%
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>18,207,333</b>	<b>18,047,652</b>	<b>19,194,346</b>	<b>20,468,670</b>	<b>21,421,693</b>	<b>953,023</b>	<b>4.66%</b>
<b>INSURANCE AND RESERVES</b>							
Capital Projects	312,500	315,000	340,000	-	407,500	407,500	100.00%
General Liability Insurance	48,300	65,002	65,000	76,200	83,354	7,154	9.39%
Property & Auto Insurance	232,000	274,163	274,163	309,397	379,723	70,326	22.73%
Public Employees Liability Insurance	77,349	(11,524)	(22,766)	70,200	188,893	118,693	169.08%
Reserve for Personnel	82,296	74,293	-	100,000	100,000	-	0.00%
Transfer to Fiscal Stability Stabilization Fund	-	-	-	-	-	-	0.00%
Transfer to Capital Stabilization Fund	364,652	382,884	382,884	-	425,000	425,000	100.00%
<b>TOTAL CAPITAL PROJECTS &amp; MISCELLANEOUS</b>	<b>1,117,097</b>	<b>1,099,818</b>	<b>1,039,281</b>	<b>555,797</b>	<b>1,584,470</b>	<b>1,028,673</b>	<b>185.08%</b>
<b>GENERAL FUND APPROPRIATIONS</b>	<b>84,991,586</b>	<b>88,015,278</b>	<b>92,184,486</b>	<b>94,586,718</b>	<b>100,446,866</b>	<b>5,860,148</b>	<b>6.20%</b>
<b>NON-APPROPRIATED USES:</b>							
Overlay Reserve for Abatements	500,000	552,530	790,413	531,779	575,000	43,221	8.13%
County Lock-Up Assessment	27,122	27,122	27,122	27,122	27,122	-	0.00%
Offset Receipts - Cherry Sheet	1,665,843	1,468,016	1,308,384	1,371,583	1,321,501	(50,082)	-3.65%
<b>STATE ASSESSMENTS-CHERRY SHEET</b>							
Air Pollution Districts	8,305	8,485	8,332	8,494	8,520	26	0.31%
RMV Non-Renewal Surcharge	81,640	81,640	81,640	78,860	78,860	-	0.00%
Regional Transit Assessment (PVRTA)	437,858	442,864	441,734	437,349	457,194	19,845	4.54%
Special Education (Ch. 71B, ss. 10, 12)	-	4,793	3,410	3,547	5,972	2,425	68.37%
Charter School Sending Tuition	2,493,406	2,609,394	2,307,437	2,582,544	2,458,493	(124,051)	-4.80%
School Choice Sending Tuition	426,966	526,980	614,430	570,812	542,280	(28,532)	-5.00%
<b>SUB-TOTAL STATE ASSESSMENTS</b>	<b>3,448,175</b>	<b>3,674,156</b>	<b>3,456,983</b>	<b>3,681,606</b>	<b>3,551,319</b>	<b>(130,287)</b>	<b>-3.54%</b>
<b>TOTAL NON-APPROPRIATED USES</b>	<b>5,641,140</b>	<b>5,721,824</b>	<b>5,582,902</b>	<b>5,612,090</b>	<b>5,474,942</b>	<b>(137,148)</b>	<b>-2.44%</b>
<b>TOTAL BUDGET PLAN - GENERAL FUND</b>	<b>90,632,726</b>	<b>93,737,102</b>	<b>97,767,388</b>	<b>100,198,808</b>	<b>105,921,808</b>	<b>5,723,000</b>	<b>5.71%</b>

	Actual FY2018	Actual FY2019	Actual FY2020	RECAP Budget FY2021	Budget FY2022	Dollar Change FY2021-FY2022	% Change FY2021-FY2022
<b>ENTERPRISE FUNDS</b>							
<b>WATER ENTERPRISE FUND</b>							
Water General	4,031,615	3,431,277	3,868,991	2,949,566	2,825,787	(123,779)	-4.20%
Water Treatment	1,026,983	61,094	-	-	-	-	0.00%
Water Debt	1,620,885	1,655,177	1,700,538	1,684,863	1,714,414	29,551	1.75%
Water Interest	392,311	349,832	306,095	262,190	215,412	(46,778)	-17.84%
Water Indirect Costs	701,764	573,975	620,420	577,268	614,707	37,439	6.49%
Water Reserve	-	89,238	783,956	1,471,113	1,574,680	103,567	7.04%
<b>TOTAL WATER ENTERPRISE FUND</b>	<b>7,773,558</b>	<b>6,160,592</b>	<b>7,280,000</b>	<b>6,945,000</b>	<b>6,945,000</b>	<b>0</b>	<b>0.00%</b>
<b>SEWER ENTERPRISE FUND</b>							
Sewer General Sanitary	1,559,169	1,457,015	1,727,060	1,051,250	1,053,796	2,546	0.24%
Sewer Treatment	1,848,703	1,918,738	2,313,017	2,217,734	2,102,247	(115,487)	-5.21%
Sewer Debt	391,985	391,572	377,507	209,235	209,008	(227)	-0.11%
Sewer Interest	77,821	63,774	50,856	61,804	143,354	81,550	131.95%
Sewer Indirect Costs	1,001,057	968,824	935,319	1,042,826	1,042,931	105	0.01%
Sewer Transfer to Capital Projects	1,049,888	629,474	1,086,241	1,594,651	1,626,164	31,513	1.98%
<b>TOTAL SEWER ENTERPRISE FUND</b>	<b>5,928,624</b>	<b>5,429,398</b>	<b>6,490,000</b>	<b>6,177,500</b>	<b>6,177,500</b>	<b>0</b>	<b>0.00%</b>
<b>SOLID WASTE ENTERPRISE FUND</b>							
Solid Waste Landfill	56,922	99,907	-	-	-	-	0.00%
Solid Waste Other Waste Mgt	595,023	457,817	497,938	711,860	579,325	(132,535)	-18.62%
Solid Waste Indirect Costs	116,014	114,437	104,721	83,466	85,720	2,254	2.70%
<b>TOTAL SOLID WASTE ENTERPRISE FUND</b>	<b>767,960</b>	<b>672,161</b>	<b>602,659</b>	<b>795,326</b>	<b>665,045</b>	<b>(130,281)</b>	<b>-16.38%</b>
<b>Stormwater and Flood Control ENTERPRISE FUND</b>							
Stormwater and Flood Control Drain Operations	1,667,444	1,455,720	954,612	496,415	630,272	133,857	26.96%
Stormwater and Flood Control Flood Control Oper.	109,069	364,590	717,216	200,248	100,541	(99,707)	-49.79%
Stormwater and Flood Control Debt	40,000	40,000	40,000	35,000	35,000	-	0.00%
Stormwater and Flood Control Interest	6,250	5,450	4,650	3,850	3,150	(700)	-18.18%
Stormwater and Flood Control Indirect Costs	276,993	248,620	280,008	341,407	345,781	4,374	1.28%
Stormwater and Flood Control Stabilization Fund	75,361	-	-	919,566	881,742	(37,824)	-4.11%
<b>TOTAL WATER ENTERPRISE FUND</b>	<b>2,175,117</b>	<b>2,114,380</b>	<b>1,996,486</b>	<b>1,996,486</b>	<b>1,996,486</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL ENTERPRISE FUNDS</b>	<b>16,473,497</b>	<b>14,376,530</b>	<b>16,369,145</b>	<b>15,914,312</b>	<b>15,784,031</b>	<b>(130,281)</b>	<b>-0.82%</b>
<b>TOTAL ALL FUNDS</b>	<b>109,443,294</b>	<b>108,113,633</b>	<b>117,028,002</b>	<b>116,113,120</b>	<b>121,705,839</b>	<b>5,592,719</b>	<b>4.82%</b>

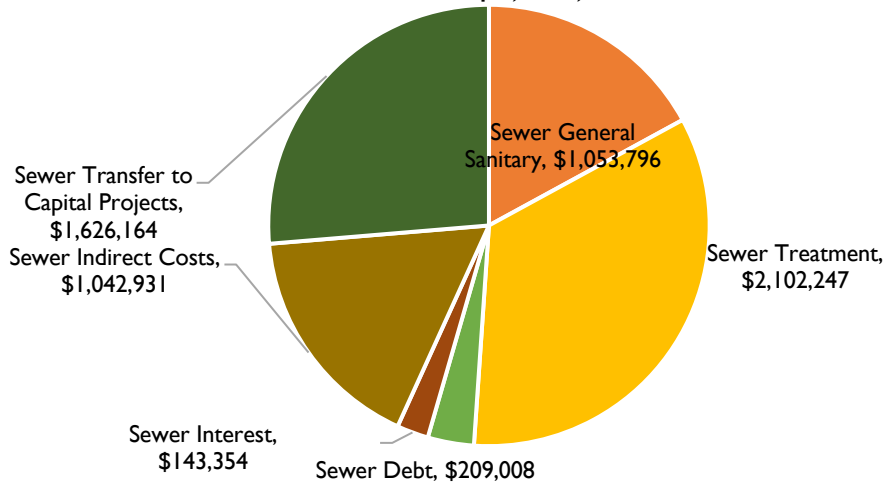
City of Northampton  
General Fund Expenditures - FY2022  
\$105,921,807



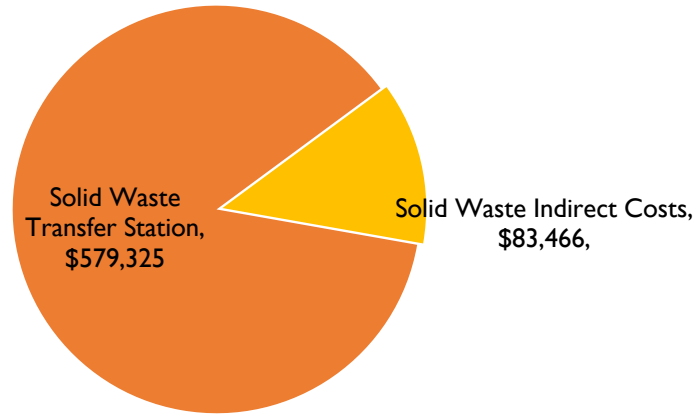
### Water Enterprise Fund Expenditures - FY2022 \$6,945,000



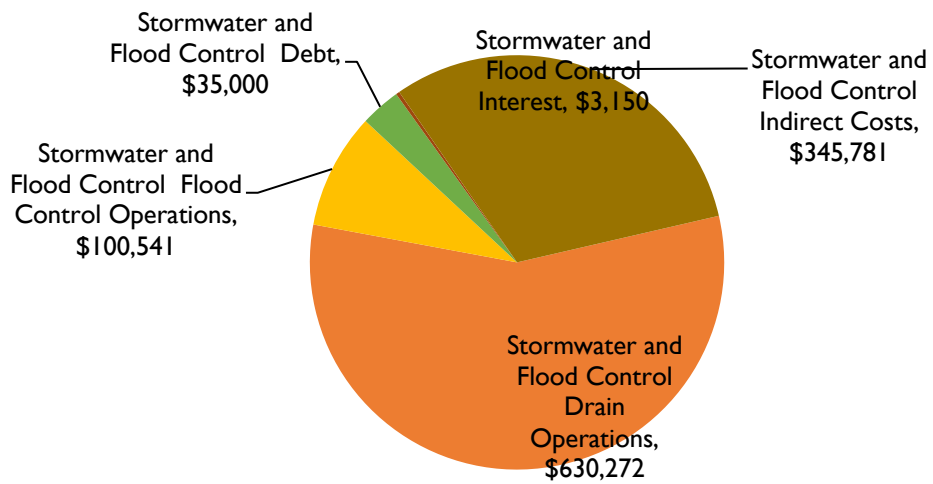
### Sewer Enterprise Fund Expenditures - FY2022 \$6,177,500



**Solid Waste Enterprise Fund Expenditures - FY2022**  
**\$665,045**



**Stormwater & Flood Control Enterprise Fund Expenditures - FY2022**  
**\$1,996,486**



## ELECTED OFFICIALS ANNUAL COMPENSATION – Fiscal Year 2022

Mayor	\$92,500
City Clerk	\$74,000
City Council President	\$10,000
City Council – At-Large	\$9,500
City Council – Ward Representative	\$9,000
School Committee – At-Large	\$5,500
School Committee – Ward Representative	\$5,500
Superintendents of Smith’s Agricultural School	\$5,000
Elector under the Oliver Smith Will	\$10
Trustees under the Will of Charles E. Forbes	\$0
Community Preservation at Large	\$0

The Mayor, City Clerk, City Council, School Committee and Trustees of Smith’s Vocational and Agricultural School shall be eligible to enroll in the municipal health insurance and retirement plans.

### Elected officials are also eligible for the following benefits:

- Life Insurance - Basic Plan – City Share 60% - \$37.44 per year, per employee
- Dental -100% employee paid
- Health Insurance through Group Insurance Commission (GIC) - City share FY2022, monthly cost to city per employee

GIC RATES 2021-2022	Type	Employer Share	Monthly City Contribution
Fallon Health Direct Family	HMO	80%	\$1,289.37
Fallon Health Direct Individual	HMO	80%	\$510.02
Fallon Select Family	HMO	80%	\$1,680.46
Fallon Select Individual	PPO	80%	\$690.39
HP Medicare Enhance	PPO	50%	\$206.71
HP Independence-Family	PPO	50%	\$1,178.07
HP Independence-Individual	PPO	50%	\$482.13
HP Primary Choice- Family	HMO	80%	\$1,425.57
HP Primary Choice- Individual	HMO	80%	\$558.36
HNE Medplus-Individual	PPO	50%	\$207.09
HNE HMO- Family	HMO	80%	\$1,203.56
HNE HMO-Individual	HMO	80%	\$504.26
Allways Health Partners- Family	HMO	80%	\$1,604.55
Allways Health Partners-Individual	HMO	80%	\$614.37
Tufts MC Complement	PPO	50%	\$196.30
Tufts Navigator- Family	PPO	50%	\$1,022.97
Tufts Navigator- Individual	PPO	50%	\$418.33
Tufts Spirit- Family	HMO	80%	\$1,233.53
Tufts Spirit- Individual	HMO	80%	\$510.98
Unicare Basic-With CIC- Family	Indemnity	50%	\$1,337.06
Unicare Basic-With CIC- Individual	Indemnity	50%	\$602.09
Unicare Basic-Without CIC- Family	PPO	50%	\$1,268.07
Unicare Basic-Without CIC-Individual	PPO	50%	\$571.79
Unicare Com Choice- Family	PPO	50%	\$737.92
Unicare Com Choice- Individual	PPO	50%	\$296.92
Unicare-OME	PPO	50%	\$204.42
Unicare Plus-Family	PPO	50%	\$933.36
Unicare Plus-Individual	PPO	50%	\$391.00



FTE'S BY EMPLOYEE AFFILIATION AND DEPARTMENT FISCAL YEAR 2022														FTE'S BY EMPLOYEE AFFILIATION AND DEPARTMENT FISCAL YEAR 2022																
	Total FY18	Total FY19	Total FY20	Total FY21	Total FY22	Change from FY21 to FY22	% of Total FY22	City Departments										Libraries		Schools										
								Elected	NR	NAPFA	NAME	FIRE ADM	DEP FIRE	FIRE	POL ADM	POL SGT	POLICE	AFSME	FLEA	NR	Elected	SCH ADMIN	NR	TEACHERS	AIDES	CLERICAL	CUSTODIAL	CAFETERIA		
GENERAL GOVERNMENT	10.00	10.00	10.00	10.00	10.00	0.00	0.93%	9.00	1.00																					
	8.00	8.00	8.00	5.00	5.00	0.00	0.46%	1.00	4.00	0.00																				
	5.00	5.00	5.00	5.00	5.00	0.00	0.46%		2.00	1.00							2.00													
	3.00	3.00	3.00	3.00	3.00	0.00	0.28%			2.00							1.00													
	7.50	8.00	8.00	7.00	7.00	0.00	0.65%		1.00	3.00							3.00													
	0.00	0.00	0.00	0.00	0.00	0.00	0.00%																							
	4.00	5.00	5.00	4.00	3.50	(0.50)	0.32%		3.50																					
	5.00	6.00	6.00	5.00	6.00	1.00	0.56%											1.00												
	4.00	4.00	4.00	4.00	4.00	0.00	0.37%	1.00		1.00								2.00												
	5.80	5.80	5.50	8.00	8.00	0.00	0.74%											1.00												
	14.58	15.10	16.10	16.10	15.70	(0.40)	1.46%		4.10	2.00	8.60							1.00												
	66.88	69.90	70.60	67.10	67.20	0.10	6.23%	11.00	21.60	15.00	8.60	0	0	0	0	0	11.00													
	PUBLIC SAFETY	71.00	72.32	72.32	67.32	67.50	0.18	6.26%		4.50	1.00							2.00												
		5.50	5.50	5.50	4.50	4.50	0.00	0.42%										4.50												
12.00		12.00	12.00	12.00	12.00	0.00	1.11%		11.00	1.00																				
70.00		70.00	70.00	70.00	70.00	0.00	6.49%		1.00			3.00	4.00	61.00			1.00													
7.88		7.88	8.25	7.25	7.50	0.25	0.70%		0.50	5.00							2.00													
4.50		4.50	4.50	4.50	4.50	0.00	0.42%		4.00								0.50													
170.88		172.20	172.57	165.57	166.00	0.43	15.40%		21.00	7.00		3.00	4.00	61.00	7.00	7.00	46.00	10.00												
EDUCATION		113.22	117.36	113.81	116.88	119.88	3.00	11.12%																						
		509.60	503.57	511.21	551.25	562.70	11.45	52.19%																						
		622.82	620.93	625.02	668.13	682.58	14.45	63.31%																						
PUBLIC WORKS		2.05	0.00				0.00	0.00%																						
		1.55	0.00				0.00	0.00%																						
		0.00	3.17	3.17	2.93	2.93	0.00	0.27%		0.30	2.40							0.23												
	17.60	19.60	15.60	13.60	13.60	0.00	1.26%			0.60	13.00						0.00													
TOTAL HUMAN SERVICES	4.00	0.00	0.00	0.00	0.00	0.00	0.00%																							
	0.00	0.00				0.00	0.00%																							
	6.00	0.00				0.00	0.00%																							
	0.00	10.00	16.00	14.00	16.00	2.00	1.48%		1.00	15.00																				
31.20	32.77	34.77	30.53	32.53	2.00	3.02%	-	1.30	3.00	28.00	-	-	-	-	-	0.23	-	-	-	-	-	-	-	-	-	-	-			
HUMAN SERVICES	6.14	7.23	7.37	9.85	14.00	4.15	1.30%			6.00							1.00													
	0.00	0.00	0.00	0.00	1.50	1.50	0.14%																							
	9.43	9.80	9.75	5.00	10.00	5.00	0.93%		3.00	4.00							3.00													
	3.40	3.35	3.48	3.63	3.63	0.00	0.34%		0.63	2.00							1.00													
18.97	20.38	20.59	18.48	29.13	10.65	2.70%	-	12.13	12.00	-	-	-	-	-	-	5.00	-	-	-	-	-	-	-	-	-	-	-			
CULTURE & RECREATION	25.47	25.78	25.92	26.03	26.05	0.02	2.42%																							
	6.88	6.78	6.94	6.94	7.19	0.25	0.67%			4.50							2.00													
	6.63	6.50	6.50	6.50	6.50	0.00	0.60%																							
	2.00	2.00	2.50	2.50	2.50	0.00	0.23%		2.50																					
40.98	41.06	41.86	41.97	42.24	0.27	3.92%	-	2.50	4.50	-	-	-	-	-	-	2.00	19.85	13.39	-	-	-	-	-	-	-	-	-			
TOTAL CULTURE & RECREATION																														
ENTERPRISE FUNDS	26.11	27.08	23.78	22.43	22.43	0.00	2.08%		0.80	5.98	13.75						1.90													
	25.68	27.39	27.34	26.89	26.89	0.00	2.49%		0.30	5.22	19.47						1.90													
	3.35	3.15	3.00	3.05	3.05	0.00	0.28%		0.80	0.25	1.00						1.00													
	6.44	6.41	6.41	6.23	6.13	(0.10)	0.57%		0.10	3.35	2.68																			
61.58	64.03	60.53	58.60	58.90	(0.10)	5.43%	-	2.00	14.80	36.90	-	-	-	-	-	4.80	-	-	-	-	-	-	-	-	-	-	-			
TOTAL ALL ENTERPRISE FUNDS																														
TOTAL ALL DEPARTMENTS	1,013.31	1,021.26	1,025.94	1,050.36	1,078.16	27.80	100.00%	11.00	60.53	56.30	73.50	3.00	4.00	61.00	7.00	7.00	46.00	33.03	19.85	13.39	12.00	31.00	19.95	371.30	143.40	30.92	48.36	25.65		

## **City Council**

At-Large Councilor Gina-Louise Sciarra, President  
Ward 3 Councilor James Nash, Vice President  
210 Main Street, Northampton, MA 01060  
(413) 587-1210  
[citycouncil@northamptonma.gov](mailto:citycouncil@northamptonma.gov)

### **Department Responsibilities**

The City Council is elected by Northampton voters. The city is divided into seven wards comprising an equal number of voters in each. Ward Councilors are elected by their respective wards, while two at-large members are voted on by the entire Northampton electorate. The term of office for City Councilors is two years.

The City Council is the legislative body for the city and exercises its powers in accordance with Article 2 of the City Charter. The City Council is responsible for adopting the budget and capital improvement program, adopting city ordinances, approving non-scheduled appropriations, approving appointments to multi-member boards, and approving the city tax rate. The City Council is also responsible for retaining an independent auditor to examine the city's financial documents on an annual basis.

The City Council elects a Council President who serves as the presiding officer at all council meetings. The City Council conducts normal business on the first and third Thursday of each month, except in July and August when only one meeting is scheduled per month. In the absence of the Council President, the Council Vice President (also elected by the City Council) will serve as the presiding officer.

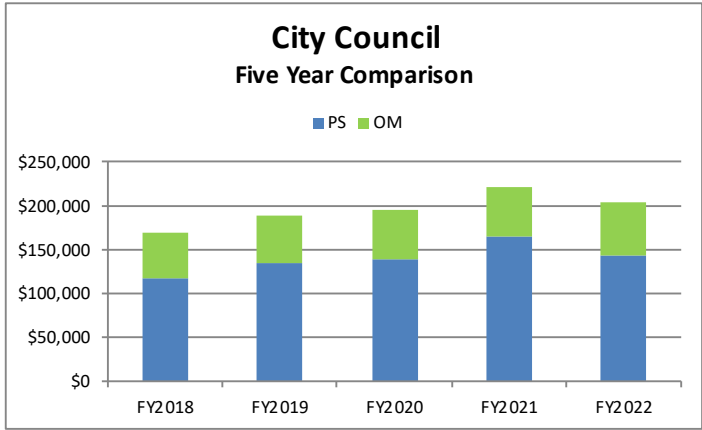
The City Council also has various standing committees. Each committee elects a Chair and Vice-Chair. Visit [www.northamptonma.gov](http://www.northamptonma.gov) for committee listings and meeting schedules.

The City Council employs an Administrative Assistant to the City Council to provide support and record keeping for all City Council activities.

### **FY2022 Budget Information**

The City Council's budget is relatively static. On the personnel side, City Councilors' compensation is set by ordinance and has not increased since 2016 (Ward councilors are paid \$9,000 annually while At-Large Councilors receive \$9,500. The Council President receives an additional stipend of \$500.) The only increase on the personnel side is a step increase and 2% COLA for the Administrative Assistant.

Under expenses, the largest single line item is the annual independent audit. The City Council awarded a new three-year contract to Scanlon and Associates in September of 2020, resulting in an increase of \$2,000 (from \$50,000 to \$52,000) in the cost of the Examination of Basic Financial Statements and the audit of the city's retirement system. There are no other increases in Ordinary Maintenance (OM).



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	117,358	134,802	138,086	165,393	143,036	(22,357)
OM	50,866	52,621	56,562	55,500	60,600	5,100
Total	168,224	187,422	194,648	220,893	203,636	(17,257)

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
Elected	9.00	9.00	9.00	9.00	9.00	-
NR	1.00	1.00	1.00	1.00	1.00	-
	10.00	10.00	10.00	10.00	10.00	-

111 - CITY COUNCIL

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Council President & at-Large	Gina-Louise Sciarra	Elected		1.00	10,000	10,000		
Councilor - Vice - President	James Nash	Elected		1.00	9,000	9,000		
Councilor-at-Large	William Dwight	Elected		1.00	9,500	9,500		
Councilor	Michael Quinlan, Jr.	Elected		1.00	9,000	9,000		
Councilor	Karen Foster	Elected		1.00	9,000	9,000		
Councilor	John Thorpe	Elected		1.00	9,000	9,000		
Councilor	Alex Jarrett	Elected		1.00	9,000	9,000		
Councilor	Marianne LeBarge	Elected		1.00	9,000	9,000		
Councilor	Rachel Maiore	Elected		1.00	9,000	9,000		
Administrative Assistant	Laura Krutzler	NR	40.00	1.00	60,536	60,536		
Longevity					-	-		
<b>Total Personnel Services:</b>				<b>10.00</b>	<b>143,036</b>	<b>143,036</b>		
Annual Audit					52,000	52,000		
Training and Seminars					2,500	2,500		
Advertising					1,600	1,600		
Office Supplies					500	500		
Travel					4,000	4,000		
<b>Total Operations and Maintenance:</b>					<b>60,600</b>	<b>60,600</b>		
<b>111-CITY COUNCIL TOTAL:</b>						<b>203,636</b>		

## **Office of the Mayor**

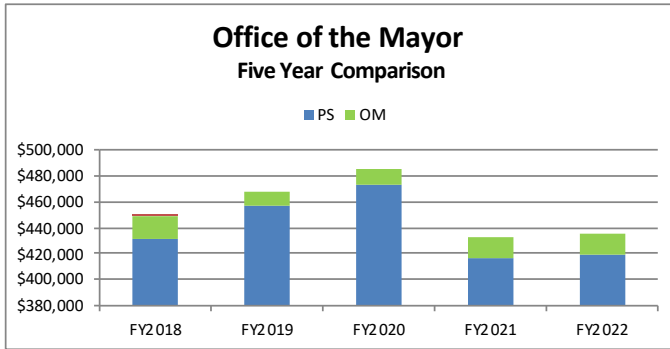
David J. Narkewicz, Mayor  
210 Main Street, Northampton, MA 01060  
(413) 587-1249  
[mayor@northamptonma.gov](mailto:mayor@northamptonma.gov)

## **Department Responsibilities**

The Mayor is the chief executive officer of the City of Northampton in accordance with Article 3 of the City Charter. The Mayor also serves as Chair and a full voting member of the Northampton School Committee and as a Trustee of Smith Vocational and Agricultural High School. Additionally, the Mayor serves Ex Officio as a member of the Board of Trustees of the Academy of Music Theatre and Look Memorial Park.

It is the Mayor's responsibility to appoint residents to the city's many boards and commissions, subject to the approval of the City Council, and to present the City Council with a balanced city budget in May of each year. The Community Development Block Grant program was moved to the Planning and Sustainability Department in FY2020. The License Commission is also staffed out of the Mayor's office.

The Mayor's office is a gateway for residents, businesses, organizations, and visitors wishing to access information and city services.



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	431,908	456,883	472,857	416,456	419,269	2,813
OM	17,059	10,956	11,761	16,442	16,442	-
Total	448,968	467,839	484,618	432,898	435,711	2,813

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
Elected	1.00	1.00	1.00	1.00	1.00	0.00
NR	5.00	5.00	5.00	4.00	4.00	0.00
NAPEA	2.00	2.00	2.00	0.00	0.00	0.00
	8.00	8.00	8.00	5.00	5.00	0.00

## 121 - MAYOR'S OFFICE

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Mayor	David Narkewicz	Elected		1.00	92,500	92,500		
Finance Director	Charlene Nardi	NR	40.00	1.00	111,822	111,822		
Chief of Staff	Alan Wolf	NR	40.00	1.00	89,009	89,009		
Admin, Licensing and Eco Dev Coordinator	Annie Lesko	NR	40.00	1.00	64,990	64,990		
Mayoral Assistant	Court Cline	NR	35.00	1.00	43,992	43,992		
Tech/Professional					15,336	15,336		
Longevity					-	-		
Phone Allowance					1,620	1,620		
<b>Total Personnel Services:</b>				<b>5.00</b>	<b>419,269</b>	<b>419,269</b>	<b>-</b>	
Training and Seminars					1,642	1,642		
GIS/WEB Services					1,300	1,300		
Contractual Services					2,000	2,000		
Printing and Mailing					2,600	2,600		
Advertising					250	250		
Office Supplies					625	625		
Subscriptions					200	200		
Travel					2,025	2,025		
Dues & Memberships					5,800	5,800		
<b>Total Operations and Maintenance:</b>					<b>16,442</b>	<b>16,442</b>		
<b>121-MAYOR'S OFFICE TOTAL:</b>					<b>5.00</b>	<b>435,711</b>		
						<b>435,711</b>	<b>-</b>	

## **Office of the Auditor**

Joyce Karpinski, Auditor  
210 Main Street, Northampton, MA 01060  
(413) 587-1205  
[jkarpinski@northamptonma.gov](mailto:jkarpinski@northamptonma.gov)

### **Department Responsibilities**

The Auditor's office maintains the city's financial records and ensures that proper procedures are followed in accordance with Massachusetts General Laws and Northampton's financial policies and procedures. The financial records include the statement of expenditures and revenues, as well as a balance sheet of assets, liabilities and fund balances.

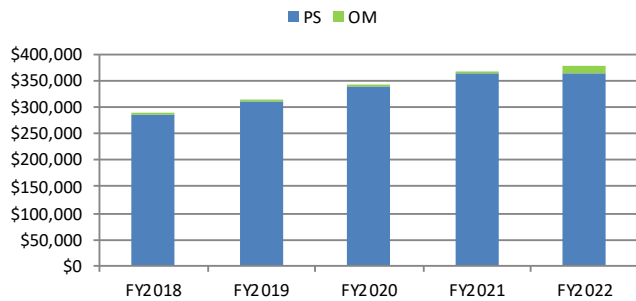
### **FY2021 Highlights**

The Auditor's office provides accounting services for city departments and monitors all financial activity for accountability and legal compliance, processes bi-weekly payrolls and weekly accounts payable warrants, processes income tax documentation such as 1099s and W-2s, assists departments in the procurement process, provides procurement training, and maintains the city's risk management control and liability insurance contracts. The Chief Procurement Officer coordinates the city's insurance programs. In FY2021, many city employees attended free safety and management training workshops, earning a \$34,355 credit from our insurance carrier that was applied to the city's insurance premium.

### **FY2022 Budget Information**

The Auditor's office will continue to maintain and monitor the city's financial activity for accountability and legal compliance, including procurement, property and liability insurance management, payroll and accounts payable. It is anticipated that safety training conducted in FY2021 will generate similar credits for the FY2022 insurance premiums.

### Office of the Auditor Five Year Comparison



### General Fund Operating Budget

	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	285,012	311,193	338,555	363,230	362,901	(329)
OM	4,239	2,836	1,119	5,280	15,280	10,000
Total	289,251	314,029	339,674	368,510	378,181	9,671

### FTE's by Unit

Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NR	2.00	2.00	2.00	2.00	2.00	0.00
NAPEA	1.00	1.00	1.00	1.00	1.00	0.00
AFSCME	2.00	2.00	2.00	2.00	2.00	0.00
	5.00	5.00	5.00	5.00	5.00	0.00

## 135 - AUDITOR

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget
Auditor	Joyce Karpinski	NR	40.00	1.00	105,805
Assistant Auditor	Annmarie Baron	NAPEA	40.00	1.00	80,877
Chief Procurement Officer	Joe Cook	NR	40.00	1.00	77,021
Payroll and AP Coordinator	Janet Vance	AFSCME	35.00	1.00	47,249
Payroll and AP Coordinator	Gayle Kolodziej	AFSCME	35.00	1.00	47,249
Overtime					500
Longevity					4,200
<b>Total Personnel Services:</b>				<b>5.00</b>	<b>362,901</b>
Technology Services					10,000
Microfiche Data Storage					165
Office Supplies					1,500
Travel					650
Conferences/Registrations					2,300
Dues & Memberships					665
<b>Total Operations and Maintenance:</b>					<b>15,280</b>
<b>135-AUDITOR TOTAL:</b>				<b>5.00</b>	<b>378,181</b>

### Funding Sources

General Fund	Other	Source
105,805		
80,877		
77,021		
47,249		
47,249		
500		
4,200		
<b>362,901</b>		
10,000		
165		
1,500		
650		
2,300		
665		
<b>15,280</b>		
<b>378,181</b>		

## **Office of the Assessor**

Marc Dautreuil, Principal Assessor  
210 Main Street, Northampton, MA 01060  
(413) 587-1200  
[mdautreuil@northamptonma.gov](mailto:mdautreuil@northamptonma.gov)

### **Department Responsibilities**

The Assessors' office is responsible for administering Massachusetts property tax laws effectively and equitably and for producing accurate and fair appraisals of all taxable property. Taxable property includes not only real estate but business personal property as well. Each year the assessors are required by law to assess property at its fair cash value. In determining market value, the assessors must evaluate a number of factors that impact the amount a willing buyer and seller would agree to including:

- sales for the same type of property,
- location, and
- supply and demand.

### **FY2021 Highlights**

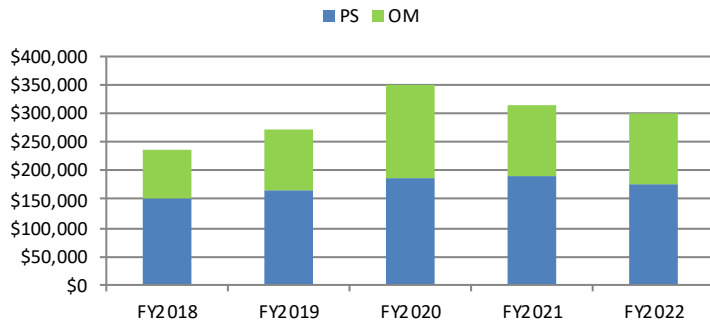
The Assessors' office values and prepares 12,000± real estate and personal property tax bills. Building permits are reviewed, added to property values, and calculated for new growth. The new growth, including new construction, adds to the city's tax levy. FY2021 saw the Assessors' office began its citywide Cyclical Inspection, which is mandated by the Department of Revenue (DOR) to occur every ten years. The Assessors' office also prepares 26,000± motor vehicle and boat excise bills. The office is responsible for the motor vehicle and boat abatement process for those taxpayers that have sold, traded, gifted, etc., vehicles and vessels. The Assessors' office administers statutory exemptions for the city's elderly, disabled veterans, blind, and widow/widowed taxpayers. The office also administers the Community Preservation Act exemption for low-income taxpayers. Chapter land and charitable property applications are managed and administered in the Assessors' office as well.

### **FY2022 Budget Information**

The Assessors' office continues in its endeavor to provide professional and friendly customer service over the phone and at its counter with each of the various types of inquiries that are presented every day. In FY2022, the Assessors will be completing the cyclical inspection of the city, re-measuring and re-valuing the exterior of all properties. We are also working to upgrade the public website, making it more user friendly and modernized. The office will be working with Tyler Appraisal Services throughout the year to make sure all property conditions, grades and measurements are up to date.



## Office of the Assessor Five Year Comparison



### General Fund Operating Budget

	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	152,846	165,092	186,589	189,870	178,124	(11,746)
OM	83,589	106,892	165,213	123,350	123,650	300
Total	236,435	271,984	351,802	313,220	301,774	(11,446)

### FTE's by Unit

Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	2.00	2.00	2.00	2.00	2.00	0.00
AFSCME	1.00	1.00	1.00	1.00	1.00	0.00
	3.00	3.00	3.00	3.00	3.00	0.00

## 141 - ASSESSOR

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Principal Assessor	Marc Dautreuil	NAPEA	35.00	1.00	75,983	75,983		
Assistant Assessor	Benjamin Moore	NAPEA	35.00	1.00	58,049	58,049		
Principal Clerk Secretary	Lisa Quakenbush	AFSCME	35.00	1.00	43,992	43,992		
Longevity					100	100		
<b>Total Personnel Services:</b>				<b>3.00</b>	<b>178,124</b>	<b>178,124</b>		
R & M Office Equipment					100	100		
Professional Services					15,000	15,000		
Legal					17,500	17,500		
Training and Seminars					2,500	2,500		
Property Reval Services					85,000	85,000		
Printing					750	750		
Office Supplies					500	500		
Travel					2,000	2,000		
Dues & Memberships					300	300		
<b>Total Operations and Maintenance:</b>					<b>123,650</b>	<b>123,650</b>		
<b>141-ASSESSOR TOTAL:</b>				<b>3.00</b>	<b>301,774</b>	<b>301,774</b>		

## **Treasurer/Collector's Office**

Kristine Bissell, Treasurer/Collector  
212 Main St., Northampton MA 01060  
(413) 587-1293  
[kbissell@northamptonma.gov](mailto:kbissell@northamptonma.gov)

### **Department Responsibilities**

The mission of the Treasurer/Collector's Office is to serve its customers in a professional and friendly manner that promotes timely collections of revenue. Revenues are recorded, disbursed and invested at various financial institutions to ensure safety, liquidity needs and maximum yield. Borrowing functions are performed, management of tax title accounts, federal and state reporting, and servicing of all financial and enforcement aspects of Parking.

### **FY2021 Parking Enforcement Highlights**

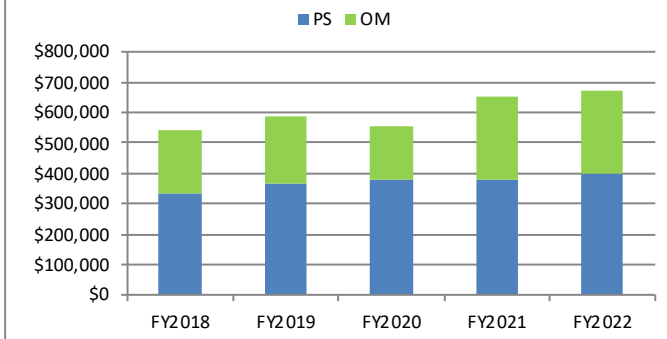
The Pay-by-Plate system and the ParkMobile app provide additional payment options and improved customer service. The number of transactions via ParkMobile continues to increase as users have become more familiar with the service. The Treasurer/Collector's Office migrated to a new merchant services provider which reduced costs for parking payments made by credit card.

Lockbox services for tax and parking collections have continued to aid efficient workflow which results in quicker payment processing and deposits being made sooner. We continue to identify items to increase efficiency and to enhance services for the community during these challenging times. We offer auto-pay and paperless e-billing for real estate, personal property, water/sewer utilities, and parking permits as added features to the online payment services. We also worked with multiple departments to enhance and improve their payment capabilities.

### **FY2022 Budget Information**

We will continue to coordinate with the Tax Title Attorney for continued success working with delinquent collections. The Treasurer/Collector and both assistants are required to attend annual training sponsored by the Massachusetts Collector Treasurer Association in order to retain and obtain certification status.

## Office of Treasurer Collector Five Year Comparison



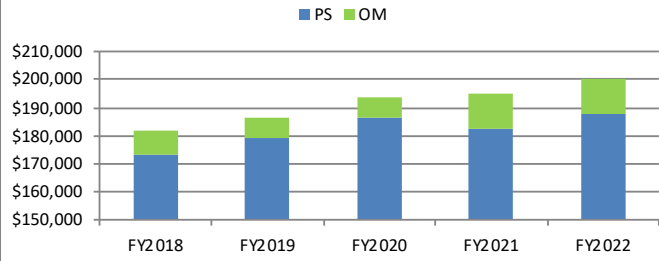
General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	331,107	365,580	378,951	377,918	396,099	18,181
OM	210,271	220,603	176,217	276,435	276,435	-
Total	541,378	586,184	555,168	654,353	672,534	18,181

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	2.00	2.00	2.00	2.00	2.00	0.00
NR	1.00	1.00	1.00	1.00	1.00	0.00
AFSCME	4.50	5.00	5.00	4.00	4.00	0.00
	7.50	8.00	8.00	7.00	7.00	0.00

### 146-TREASURER COLLECTOR

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Treasurer/Collector	Kristine Bissell	NR	40.00	1.00	100,709	100,709		
Assistant Collector/Parking Enforce	Nanci Forrestall	NAPEA	35.00	1.00	58,049	58,049		
Assitant Treasurer	Kristen Yeziarski	NAPEA	35.00	1.00	59,503	59,503		
Principal Clerk	Cindy Parsons	AFSCME	35.00	1.00	43,992	43,992		
Principal Clerk	Bonnie Netto	AFSCME	35.00	1.00	40,851	40,851		
Parking Clerk	Chapin Gilmore	AFSCME	35.00	1.00	39,863	39,863		
Hearing Officer	David Molnar	AFSCME	35.00	1.00	48,432	48,432		
Overtime					1,000	1,000		
Longevity					3,700	3,700		
<b>Total Personnel Services:</b>				<b>7.00</b>	<b>396,099</b>	<b>396,099</b>		
R & M Office Equipment					5,000	5,000		
Legal - Tax Title					22,000	22,000		
Parking System Credit Card Fees					100,000	100,000		
Tax Collection Services					4,000	4,000		
Contractual Services					1,500	1,500		
Printing					15,000	15,000		
Postage					50,000	50,000		
Advertising					3,000	3,000		
Parking Enforcement Software and Financial Services					70,000	70,000		
Office Supplies - General					600	600		
Travel					750	750		
Conferences/Training					1,400	1,400		
Dues and Memberships					610	610		
General Liability					2,575	2,575		
<b>Total Operations and Maintenance:</b>					<b>276,435</b>	<b>276,435</b>		
<b>146-TREASURER COLLECTOR TOTAL:</b>				<b>7.00</b>	<b>672,534</b>	<b>672,534</b>		

**Office of the Treasurer/Collector  
Parking Enforcement  
Five Year Comparison**



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	173,008	178,959	186,252	182,601	188,023	5,422
OM	8,858	7,236	7,708	12,200	12,200	-
Total	181,866	186,195	193,960	194,801	200,223	5,422

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
AFSCME	5.50	5.50	5.50	4.50	4.50	0.00
	5.50	5.50	5.50	4.50	4.50	0.00

**211 - TREASURER COLLECTOR'S OFFICE - PARKING ENFORCEMENT**

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2021 Budget	Funding Sources		
						General Fund	Other	Source
Parking Enforcement Officer	Vacancy	AFSCME	35.00	1.00	38,679	38,679		
Parking Enforcement Officer	Robyn Aubrey	AFSCME	35.00	1.00	35,229	35,229		
Parking Enforcement Officer	Abbas Mire	AFSCME	35.00	1.00	34,376	34,376		
Parking Enforcement Officer	Miguel Lugo	AFSCME	35.00	1.00	34,376	34,376		
Parking Enforcement Officer	George Beaupre	AFSCME	17.50	0.50	21,463	21,463		
Part-time PEO's					18,000	18,000		
Overtime					5,000	5,000		
Longevity					100	100		
Weekend Differential					800	800		
<b>Total Personnel Services:</b>				<b>4.50</b>	<b>188,023</b>	<b>188,023</b>		
R & M Vehicles					4,000	4,000		
R & M Office Equipment					2,500	2,500		
R & M Communication Equipment					2,000	2,000		
Uniform Allowance					3,700	3,700		
<b>Total Operations and Maintenance:</b>					<b>12,200</b>	<b>12,200</b>		
<b>211 - PARKING ENFORCEMENT</b>				<b>4.50</b>	<b>200,223</b>	<b>200,223</b>		

## **City Solicitor**

Attorney Alan Seewald  
210 Main Street, Northampton, MA 01060  
(413) 587-1249  
[aseewald@northamptonma.gov](mailto:aseewald@northamptonma.gov)

One Roundhouse Plaza, Suite 304, Northampton, MA 01060  
(413) 584-4455

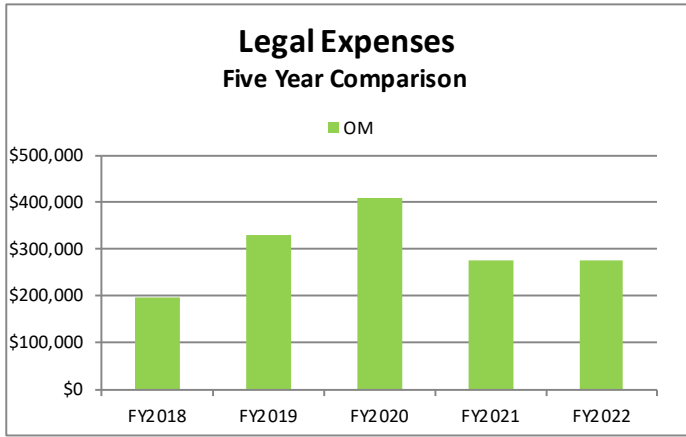
Attorney Layla Taylor, Labor Counsel, at Sullivan, Hayes, and Quinn

## **Department Responsibilities**

The City Solicitor is appointed by the Mayor subject to confirmation by the City Council, and serves as the legal consultant to the Mayor and City of Northampton. The City Solicitor provides the city with legal services and advises any officer or employee of the city on any question of the law connected with the discharge of his or her official duties. The City Solicitor is admitted to practice as an attorney in the courts of the Commonwealth and the U.S. District Court for the District of Massachusetts. The Mayor may hire outside legal counsel to assist work with the City Solicitor on matters requiring special legal expertise.

## **FY2021 Highlights**

In FY2020, the City Solicitor advised nearly every city department with interpretations of federal and state law, the city charter and city ordinances and regulations. The Solicitor oversaw the work of special counsel to the city, including labor, environmental, and litigation counsel.



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
OM	198,567	329,308	409,968	275,000	275,000	-
Total	198,567	329,308	409,968	275,000	275,000	-

151-LEGAL

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Legal					270,000	270,000		
Judgements					5,000	5,000		
Total Operations and Maintenance:					275,000	275,000		
151-LEGAL TOTAL:					275,000	275,000		

## **Human Resources**

Glenda Stoddard, Director  
240 Main Street, Northampton, MA 01060  
(413) 587-1258  
[gstoddard@northamptonma.gov](mailto:gstoddard@northamptonma.gov)

### **Department Responsibilities**

The Human Resources Department provides high-quality, consistent management to offer employees reasonable benefits that the city can afford. We also manage the risk of possible future costs for group health insurance, unemployment benefits, workers compensation/IOD claims and labor negotiations. The department continues to build a payroll department with the goal of creating more efficiencies. We help assure consistent contract administration across city and school departments.

### **FY2021 Highlights**

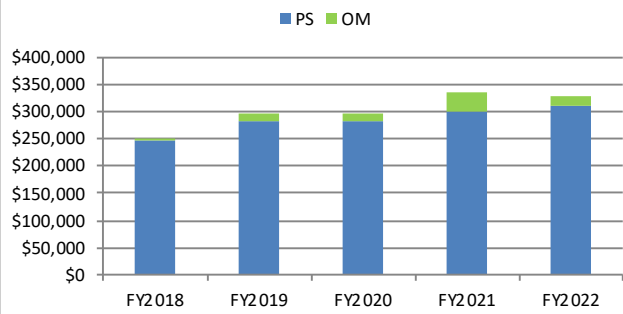
During FY202, we learned how to deliver our services in a whole new way due to the pandemic. Due to a retirement in July, we were able to promote a current employee into a new role. We did not replace the former role and chose to reassign work until more normal practices return. We were able to continue to do our work and support our employees while working remotely or under strict protocols in the office with fewer people.

### **FY2022 Budget Information**

Our focus for FY2022 will include:

- Review and update policies and procedures that reflect “Best Practice” and complete projects that increase efficient workflow for the city.
- Identify and address issues raised from the COVID-19 pandemic and the city office/school closures.
- Monitor our compensation practices to ensure compliance with the pay equity law, ensure that we attract/retain highly effective employees while staying true to the new compensation system and remaining regionally competitive
- Continue working towards a more representative employee base through broad recruitment efforts
- Maintain, and where necessary, improve our safety training and procedures across the organization
- Continue to operate from a place of factual fairness relying on data to make decisions and improve practices
- Work closely with our unions to address issues expeditiously

## Human Resources Department Five Year Comparison



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	245,702	282,767	283,414	299,684	310,139	10,455
OM	4,180	14,788	14,232	37,050	19,550	(17,500)
Total	249,882	297,554	297,646	336,734	329,689	(7,045)

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NR	5.00	6.00	6.00	5.00	4.50	(0.50)
	5.00	6.00	6.00	5.00	4.50	(0.50)

## 152-HUMAN RESOURCES

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Human Resources Director	Glenda Stoddard	NR	40.00	1.00	130,178	130,178		
Employment Specialist	Susan Stone	NR	40.00	1.00	77,021	77,021		
Benefits Specialist	Charles Dunham	NR	40.00	1.00	63,195	63,195		
HR Generalist	Vacancy (Restored)	NR	25.00	0.50	27,144	27,144		
Payroll Coordinator	Laurie O'Shepa	NR	40.00	1.00	57,611	7,201	50,410	NPS Budget
Overtime					2,500	2,500		
Longevity					2,900	2,900		
<b>Total Personnel Services:</b>				<b>4.50</b>	<b>360,549</b>	<b>310,139</b>	<b>50,410</b>	
Training and Seminars					14,000	14,000		
Medical/Testing Services					3,000	3,000		
Printing					500	500		
Microfiche Data Storage					200	200		
Offices Supplies - General					350	350		
Travel					500	500		
Dues & Memberships					1,000	1,000		
<b>Total Operations and Maintenance:</b>					<b>19,550</b>	<b>19,550</b>		
<b>152-HUMAN RESOURCES TOTAL:</b>				<b>4.50</b>	<b>380,099</b>	<b>329,689</b>	<b>50,410</b>	



## **Information Technology Services**

Antonio Pagán, Chief Information Officer  
42 Gothic Street, Northampton, MA 01060  
(413) 587-1235  
[apagan@northamptonma.gov](mailto:apagan@northamptonma.gov)

### **Department Responsibilities**

The Information Technology Services (ITS) department provides computer hardware and software acquisition, telecommunications infrastructure, information security, maintenance, and support to all city departments, Public Safety, and Northampton Public Schools (NPS). ITS is further responsible for computer supplies management, desktop and web publishing, social media management, and voice and data communications. The department shall be responsible for systems development and planning, systems modification and enhancement, operations, central services, and management and administration of the hardware and software for the geographic information system. A key function of the department is to provision and support remote workers access to the same level of information technology services as on premise. ITS is also responsible for coordinating and executing recovery plans within the Business Continuity Plan for the entire municipal government administration and dependencies.

### **FY2021 Highlights**

During FY2021, the ITS team focused primarily on strengthening the infrastructure deployed to provide remote workers with the level of access required for working from home. Additionally, the team continues working on ongoing projects and maintaining IT equipment for all city's buildings:

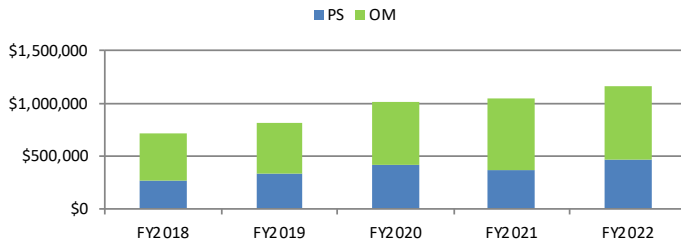
- Completed citywide Wide Area Network (WAN) equipment refresh and re-configuration to allow for better response time and dynamic routing and enhanced Wi-Fi network capabilities.
- Strengthened the existing IT infrastructure and network security to support remote workers during the pandemic, allowing access to more than three hundred (300) devices from outside city buildings.
- Supported NPS transition to remote learning, then hybrid and in person learning by providing the internal and external technology infrastructure.
- Collaborated with the Digital Learning and Computer Science team to develop and implement remote learning for over twenty six hundred students.

### **FY2022 Goals**

ITS will continue the emphasis on stabilizing all infrastructure and support services with a focus on business continuity and sustainability. Counting on improvements implemented during the last four years, next year will devote efforts and resources on strengthening the areas of Operations Management, Network Security, and Business Continuity:

- Continue modernizing NPS servers' infrastructure to streamline IT support services.
- Implement a comprehensive disaster recovery program including cloud-base recovery services aligned with City-wide Business Continuity Plan.
- Continue improving existing network security systems citywide by implementing monitoring services in order to prevent cyber-attacks from external actors or internal users.
- Streamline IT procurement processes to develop funding efficiencies and focus on long term sustainability.

**Information Technology Services  
Department  
Five Year Comparison**



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	273,818	327,548	415,969	374,370	466,231	91,861
OM	444,577	490,478	600,902	678,510	688,089	9,579
Total	718,395	818,025	1,016,871	1,052,880	1,154,320	101,440

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NR	6.70	8.00	9.00	8.00	9.00	1.00
NAPEA	0.00	0.00	0.00	0.00	0.00	0.00
AFSCME	1.00	1.00	1.00	1.00	1.00	0.00
	7.70	9.00	10.00	9.00	10.00	1.00

**155-INFORMATION TECHNOLOGY SERVICES**

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Chief Information Officer	Antonio Pagan	NR	40.00	1.00	133,436	133,436		
Digital Literacy & Computer Science Coord.	Molly McLoughlin	NR	40.00	1.00	94,264		94,264	NPS
IT Support Coordinator and Project Manager	Vacancy (Restored)	NR	40.00	1.00	78,226	78,226		
Technology Assistant	Nancy Sise	AFSCME	40.00	1.00	55,351	55,351		
Applications Administrator	Frank Forbes	NR	40.00	1.00	69,754	69,754		
Systems Administrator (NPS)	Eric Gagne	NR	40.00	1.00	69,975		69,975	NPS
IT Network Analyst	Sam Lev	NR	40.00	1.00	53,512	53,512		
IT Network Analyst (NPS)	James Bates	NR	40.00	1.00	63,594		63,594	NPS
IT System Specialist	Jason Lagana	NR	40.00	1.00	59,052	59,052		
IT Systems Specialist (NPS)	Gillian Doucette	NR	40.00	1.00	50,941		50,941	NPS
Overtime					2,500	2,500		
On Call					10,000	10,000		
Longevity					4,400	4,400		
<b>Total Personnel Services:</b>				<b>10.00</b>	<b>745,005</b>	<b>466,231</b>	<b>278,774</b>	
R & M Vehicles					500	500		
R & M Equipment					50,000	50,000		
Software License Fees					283,450	283,450		
Professional/Technical					256,679	256,679		
Training and Seminars					5,000	5,000		
Web Services					12,200	12,200		
Telephone					78,760	78,760		
Travel					1,000	1,000		
Dues & Memberships					500	500		
<b>Total Operations and Maintenance:</b>					<b>688,089</b>	<b>688,089</b>		
<b>155-MANAGEMENT INFORMATION SYSTEMS TOTAL:</b>					<b>10.00 1,433,094</b>	<b>1,154,320</b>	<b>278,774</b>	

## **Office of the City Clerk**

Pamela L. Powers, City Clerk

210 Main Street, Northampton, MA 01060

(413) 587-1223

[cclerk@northamptonma.gov](mailto:cclerk@northamptonma.gov)

The City Clerk and staff are public servants who perform diverse tasks for the benefit of Northampton citizens, other government agencies, and the public. The Office promotes open government and transparency by leveraging technology that will give easy access to records and information. Many of the responsibilities of the office are defined by state law which is administered by the Secretary of the Commonwealth's Office, the Attorney General's Office, or the Registry of Vital Records and Statics. Other duties of the Office are defined by City Charter or City ordinance.

General duties include:

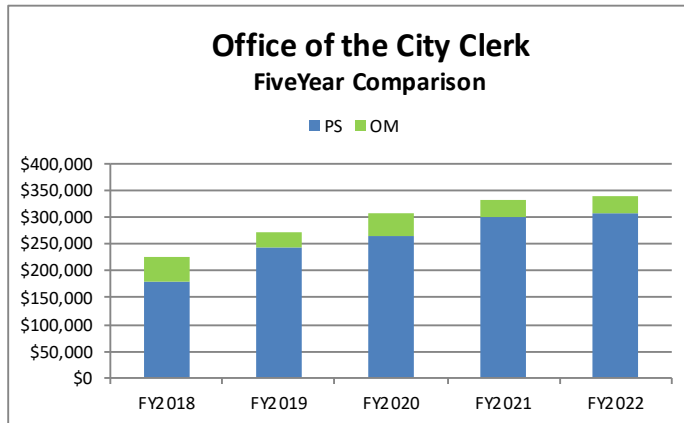
- Maintaining, preserving amending and indexing all historical city records pertaining to birth marriage and death; city licenses within its jurisdiction; legislative filings including orders, ordinances, street acceptances and discontinuances, and City Council minutes; providing for the filing of other notices, assignments, etc. not otherwise prescribed
- Acting Burial Agent
- Administering oaths of office to various city officials and board, committee and commission members
- Chief Election Official; member of the Board of Registrars; overseer of voter registration records, street listings, and City census
- Compliance Officer for Open Meeting Law
- City-wide Records Access Officer
- Keeper of the City Seal
- Notary Public

In October the City Clerk's Office received a grant for \$15,900 from the Center for Tech & Civic Life to be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in Northampton. The funds helped to prepare and respond to unprecedented challenges for safe and secure elections during 2020. In November, a record 9,357 voters cast their ballots by mail with an additional 3,587 voters opting to vote early in-person. In total, eighty-five percent of the 21,309 registered voters took part in the 2020 national election.

The COVID-19 pandemic has made in-person customer service a challenge. However, the Clerk's Office has implemented an on-line scheduling tool for one-on-one service at designated pick-up locations and now utilizes a drop box for non-urgent business.

The Northampton City Council has forwarded several city charter changes to the State House for consideration. As some of the proposed changes pertain to expanding vote-by-mail for municipal elections, if the charter changes are approved, the Registrars of Voters will identify and implement new vote-by-mail processes similar to those used during the 2020 election year.

The U.S. Census Bureau will be sending city census data in March/April 2021 that will be used to evaluate Northampton's ward and precinct districts based on population changes. All proposed changes will be approved at the local level before submission to the Secretary of the Commonwealth.



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	178,806	242,818	266,454	300,243	306,893	6,650
OM	45,794	29,549	41,247	32,525	32,525	-
Total	224,600	272,366	307,701	332,768	339,418	6,650

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
Elected	1.00	1.00	1.00	1.00	1.00	0.00
NAPEA	1.00	1.00	1.00	1.00	1.00	0.00
AFSCME	2.00	2.00	2.00	2.00	2.00	0.00
	4.00	4.00	4.00	4.00	4.00	0.00

## 161-CITY CLERK

						Funding Sources		
Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	General Fund	Other	Source
City Clerk	Pamela L. Powers	Elected		1.00	74,000	74,000		
Assistant City Clerk	Amy Zielenski	NAPEA	35.00	1.00	51,515	51,515		
Principal Clerk	Jennifer Larkin	AFSCME	35.00	1.00	37,943	37,943		
Principal Clerk	Terry Yusko	AFSCME	37.50	1.00	47,135	47,135		
Election Workers					90,000	90,000		
Overtime					5,500	5,500		
Longevity					800	800		
<b>Total Personnel Services:</b>				<b>4.00</b>	<b>306,893</b>	<b>306,893</b>		
R & M Office Equipment					5,250	5,250		
Printing					2,200	2,200		
Ballot Printing/Processing					10,300	10,300		
General Code					6,300	6,300		
Office Supplies Forms					6,650	6,650		
Election Supplies					1,500	1,500		
Dues and Memberships					200	200		
General Liability					125	125		
<b>Total Operations and Maintenance:</b>					<b>32,525</b>	<b>32,525</b>		
<b>161-CITY CLERK</b>				<b>4.00</b>	<b>339,418</b>	<b>339,418</b>		

## **Office of Planning & Sustainability**

Wayne Feiden, FAICP, Director  
210 Main Street, Northampton, MA 01060  
(413) 587-1266  
[wfeiden@northamptonma.gov](mailto:wfeiden@northamptonma.gov)

### **Department Responsibilities**

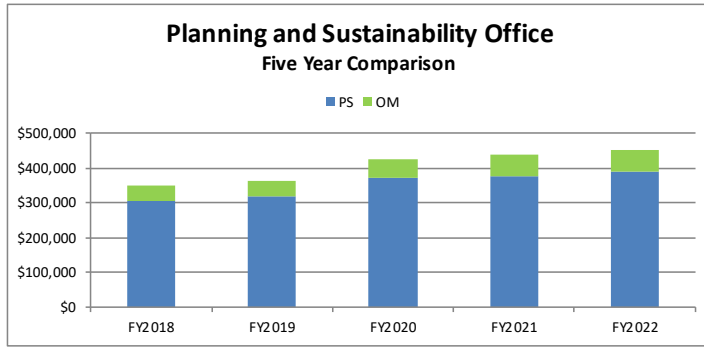
The mission of the Office of Planning & Sustainability is to identify and implement community vision for a sustainable and resilient future with a healthy and equitable economy and environment. We do this through planning (resilience, sustainability, visioning, comprehensive, and strategic), placemaking (design, built environment, history, and community preservation), conservation (environment, design with nature, open space, and agriculture), mobility (car-less options, bicycles and pedestrians, and transit), equity (housing, community development, and economic prosperity), and climate action (resilience/adaptation and regeneration/mitigation).

### **FY2021 Highlights**

**Planning and Sustainability** efforts include completing the ***Northampton Climate Resilience and Regeneration Plan*** to create a comprehensive framework for addressing climate change. **Community development** included accessibility improvements, especially wheelchair curb cut ramps, advancing a community resilience hub, addressing the Covid-19 recession with funding for food security, tenancy preservation, and other steps. **Sustainable transportation** projects advancing the Picture Main Street project, Covid 19 shared streets projects, preparing for upcoming projects including: Bridge Street School Safe Routes to school, Leeds traffic calming, Florence streetscapes, Pleasant Street complete streets, and expanding ValleyBike share. **Recreation and conservation** projects restoring the former Pine Grove Golf Course as part of Northampton Designs with Nature, expanding the Broad Brook-Fitzgerald Lake Greenway, and planning for a citywide Northampton One walking trail. **Affordable and market rate housing** includes advancing a series of changes to advance equity in housing and advance affordable and attainable housing and a diversity of housing types and tenures zoning, and advancing several city funded and city sponsored affordable housing projects. **Economic development** includes supporting the Main Street shared streets effort and coordinating small business grants.

### **FY2022 Budget Information**

For FY2022, planned activities include: implementing the resilience and regeneration plan; continuing to address the community development fallout of Covid-19 and the slow recovery; rezoning for affordable and attainable housing and allowing Florence and downtown Northampton to evolve to meet new market realities; and undertaking a number of transportation improvements (e.g., Pleasant Street, Leonard Street, Main Street-Florence, ValleyBike). For FY2022, the department has a level-funded budget.



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	305,293	316,369	370,407	376,443	390,089	13,646
OM	43,543	46,807	55,416	59,200	61,200	2,000
Total	348,836	363,176	425,823	435,643	451,289	15,646

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	4.00	4.00	4.00	6.00	6.00	0.00
AFSCME	1.00	1.00	1.00	1.00	1.00	0.00
NR	0.80	0.80	0.50	1.00	1.00	0.00
	5.80	5.80	5.50	8.00	8.00	0.00

## 175-PLANNING AND SUSTAINABILITY

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Director of Planning and Sustainability	Wayne Feiden	NAPEA	40.00	1.00	111,145	111,145		
Asst Director of Planning & Sustainability	Carolyn Misch	NAPEA	40.00	1.00	86,683	86,683		
Planner	Sarah LaValley	NAPEA	40.00	1.00	71,504	46,478	25,026	CPA Funds (35%)
GIS/Database Coordinator	James Thompson	NAPEA	35.00	1.00	70,767	70,767		
Principal Clerk	Aleta DeLisle	AFSCME	35.00	1.00	43,992	43,992		
Land and Projects Planner	Thomas Annese	NR	40.00	1.00	47,728	23,864	23,864	Grants and Valley Bike
Community Development Planner	Keith Benoit	NAPEA	40.00	1.00	66,342		66,342	CDBG
Grants Administrator	Teresa Brockriede	NAPEA	40.00	1.00	56,038		56,038	CDBG
Phone Allowance					1,260	1,260		
Longevity					5,900	5,900		
<b>Total Personnel Services:</b>				<b>8.00</b>	<b>561,359</b>	<b>390,089</b>	<b>171,270</b>	
R & M Office Equipment					1,000	1,000		
Architecture and Engineering					10,000	10,000		
GIS/WEB Services					5,000	5,000		
Printing and Mailing					4,000	4,000		
Advertising					6,000	6,000		
Office Supplies - General					2,000	2,000		
Groundskeeping Supplies					22,000	22,000		
Pioneer Valley Planning Commission					5,000	5,000		
Travel					3,200	3,200		
Dues & Memberships					3,000	3,000		
<b>Total Operations and Maintenance:</b>					<b>61,200</b>	<b>61,200</b>		
<b>175-PLANNING AND SUSTAINABILITY</b>				<b>8.00</b>	<b>622,559</b>	<b>451,289</b>	<b>171,270</b>	

## **Central Services Department**

David Pomerantz, Director

240 Main Street, Northampton, MA 01060

(413) 587-1086

[dpomerantz@northamptonma.gov](mailto:dpomerantz@northamptonma.gov)

### **Department Responsibilities**

The Central Services Department oversees grounds, maintenance, heating/cooling, plumbing, electrical, security, fire detection/protection, custodial, renovations and construction operations for City and School buildings. Central Services maintains approximately 792,000 square feet of facilities including: City Hall, the Puchalski Municipal Building, Memorial Hall, the Police Station, the Main and Florence Fire Stations, the Senior Center, James House, the Academy of Music, the six schools in the Northampton Public School District, and Department of Public Works facilities. Central Services operates the municipal mail delivery program, manages the city and school facilities office and custodial supplies program, solicits and secures natural gas, electricity, and gasoline supply contracts for municipal and school facility operations, and houses the Energy and Sustainability Officer. Central Services also oversees maintenance and capital programs for the E.J Gare Parking Garage (168,000 sf.), the Gothic Street parking structure (52,000 sf.), and multiple city parking lots.

### **FY2021 Highlights**

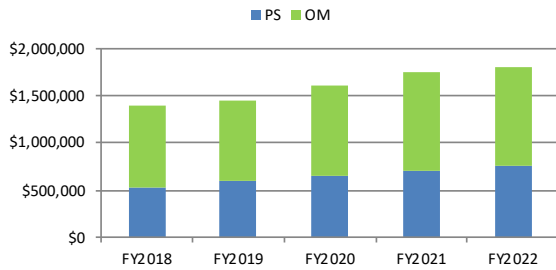
FY2021 included COVID work related to building safety and cleaning; upgrades to energy management systems in school and city facilities; roofing work for several recreation buildings; engineering and architectural work for projects at the Academy of Music and Forbes Library; engineering and permitting work for the expansion of several parking lots.

### **FY2022 Budget Information**

Training and professional development classes covering health and safety, green cleaning, equipment operations will continue to be scheduled for city and school custodial, grounds and maintenance staff. Also, potential capital projects include:

- **Schools:** Energy management system upgrades at the J.F.K. Middle School; facilities assessments for greenhouse gas emissions reductions; flooring upgrades at the Leeds School; upgrades to the bathrooms at the Ryan Road School; replacing a fire curtain in the Northampton High School theater.
- **City Buildings:** Paint the exterior of the Senior Center; lighting upgrades at multiple city facilities; engineering for repaving of the Florence Fire Station; engineering assessment for HVAC and upgrades at Forbes Library.
- **Parking Facilities:** Lighting upgrades in the E.J. Gare garage; replacement of a flatbed truck.
- **Energy Management:** Lighting upgrades at multiple city facilities; resiliency work covering the development of a micro grid; development of a solar system at main Fire Headquarters.

### Central Services Department Five Year Comparison



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	521,760	594,573	653,311	709,046	749,152	40,106
OM	876,601	853,949	954,879	1,046,160	1,060,050	13,890
Total	1,398,361	1,448,522	1,608,189	1,755,206	1,809,202	53,996

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	2.00	2.00	2.00	2.00	2.00	0.00
AFSCME	1.00	1.00	1.00	1.00	1.00	0.00
NAME	7.00	8.00	9.00	9.00	8.60	-0.40
NR	4.58	4.10	4.10	4.10	4.10	0.00
	14.58	15.10	16.10	16.10	15.70	-0.40

#### 192-CENTRAL SERVICES

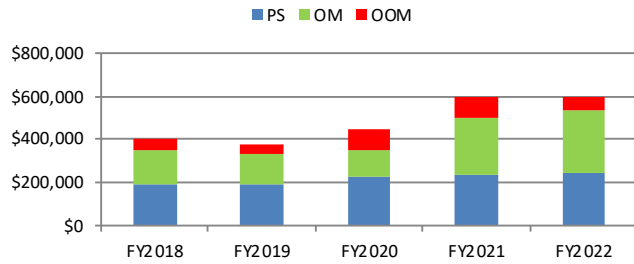
Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Director	David Pomerantz	NR	35.00	1.00	97,256	97,256		
Principal Clerk	Kristin Fredette	AFSCME	40.00	1.00	46,552	40,733	5,819	NPS - 12.5%
Energy Officer	Chris Mason	NAPEA	35.00	1.00	64,135	64,135		
Maint. Supervisor	Warren Jones	NAME	40.00	1.00	63,392	63,392		
Maint. Custodian	Terry Corbett	NAME	40.00	1.00	47,861	47,861		
Electrician	Jim Mailloux	NAPEA	40.00	1.00	77,005	36,192	40,813	NPS - 33%, DPW - 20%
Custodian (PD)	Sam Santiago	NAME	40.00	1.00	42,429	42,429		
Custodian (PD)	Vacancy	NAME	40.00	1.00	37,514	37,514		
Custodian (City)	Claudia Cook	NAME	40.00	1.00	38,444	38,444		
Custodian (SC & City)	Mirek Kos	NAME	40.00	1.00	37,514	37,514		
Custodian (DPW)	Ivan Kravets	NAME	40.00	1.00	40,372	40,372		
Custodian (City)	Vacancy	NAME	40.00	1.00	37,514	37,514		
Custodian (City PT)	Ivan Giroux	NR	19.50	0.48	17,420	17,420		
Custodian (Pool and Float)	Robert Mancini	NAME	24.00	0.60	22,414	22,414		
Summer Rec Custodians					9,930	9,930		
Facilities Project Coord.	Pat McCarthy	NR	40.00	1.00	69,708	34,854	34,854	NPS - 50%
Mail Courier	Brenda Curtis	NR	22.00	0.62	23,443	8,674	14,769	NPS- 50%, SVAHS - 13%
HVAC Technician	Viachaslau Kurdun	NR	40.00	1.00	60,337	28,358	31,979	DPW - 20%, NPS - 33%
Overtime					27,000	27,000		
Longevity					6,275	6,275		
Weekend Differential					4,680	4,680		
Phone Allowance					2,340	2,340		
Uniform Allowance					3,850	3,850		
<b>Total Personnel Services:</b>				<b>15.70</b>	<b>877,385</b>	<b>749,152</b>	<b>128,233</b>	
Electricity					195,000	195,000		
Signal and Street Lights					105,000	105,000		
Natural Gas					75,000	75,000		
Propane					3,000	3,000		
Water					15,500	15,500		
Sewer					7,900	7,900		
Stormwater					40,000	40,000		
Repairs & Maintenance					60,000	60,000		
R & M - Buildings					100,000	100,000		
R & M - Grounds					4,000	4,000		
R & M -HVAC Equip					25,000	25,000		
R & M -Vehicles					7,500	7,500		
Trash Removal					55,000	55,000		
Architecture and Engineering					20,000	20,000		
Medical/Testing					1,000	1,000		
Contracted Inspection Services					90,000	90,000		
Telephone					6,500	6,500		
Postage					75,000	75,000		
Advertising					1,000	1,000		
Office Supplies - General					40,000	40,000		
Office Supplies - Photocopying					57,000	57,000		
R & M Supplies - Buildings and Equip					15,000	15,000		
R & M Supplies - HVAC Items					5,500	5,500		
R & M Supplies - Plumbing					3,000	3,000		



Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget
R & M Supplies - Electrical					11,000
R & M Supplies - Paint					750
R & M Supplies - Custodial					20,000
Groundskeeping Supplies					2,500
Gasoline/Diesel					4,500
Trade Subscriptions					100
Uniforms					8,000
Travel					1,800
Dues and Memberships					4,500
<b>Total Operations and Maintenance:</b>					<b>1,060,050</b>
<b>192-CENTRAL SERVICES</b>					<b>15.70 1,937,435</b>

General Fund	Other	Source
11,000		
750		
20,000		
2,500		
4,500		
100		
8,000		
1,800		
4,500		
<b>1,060,050</b>	<b>-</b>	
<b>1,809,202</b>	<b>128,233</b>	

### Central Services Department Parking Maintenance Five Year Comparison



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	195,611	188,832	223,146	234,509	245,016	10,507
OM	151,223	141,844	123,867	269,198	286,966	17,768
OOM	51,750	41,898	96,937	90,000	65,000	(25,000)
Total	398,584	372,575	443,950	593,707	596,982	3,275

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
AFSCME	0.50	0.50	0.50	0.50	0.50	0.00
NR	4.00	4.00	4.00	4.00	4.00	0.00
	4.50	4.50	4.50	4.50	4.50	0.00

#### 481 - CENTRAL SERVICES - PARKING MAINTENANCE

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Maintenance Supervisor	Brian Baceski	NR	40.00	1.00	66,605	66,605		
Maintenance Assistant	Michael Diemand	NR	40.00	1.00	50,277	50,277		
Maintenance Assistant	Samuel Garstka-Osley	NR	40.00	1.00	45,557	45,557		
Maintenance Assistant	Reggie Lynde	NR	40.00	1.00	37,514	37,514		
Maintenance Assistant	George Beaupre	AFSCME	17.50	0.50	21,463	21,463		
Overtime					20,000	20,000		
Longevity					3,600	3,600		
<b>Total Personnel Services:</b>				<b>4.50</b>	<b>245,016</b>	<b>245,016</b>		
Electricity					31,952	31,952		
Natural Gas					2,214	2,214		
Water					750	750		
Sewer					750	750		
Stormwater					7,500	7,500		
Repairs and Maintenance					50,000	50,000		
R & M Grounds					5,500	5,500		
Trash Removal					40,000	40,000		
Professional and Technical					15,000	15,000		
Architecture and Engineering					6,500	6,500		
Technology Services					25,000	25,000		
Medical/Testing Services					500	500		
Telephone - Code Red					20,000	20,000		
Office Supplies - General					1,800	1,800		
R & M Supplies - Bldgs & Equip					12,000	12,000		
Groundskeeping Supplies					8,000	8,000		
Vehicular Supplies					12,000	12,000		
Gasoline/Diesel					8,500	8,500		
Uniform Allowance					3,000	3,000		
Compliance and Accomodation					6,000	6,000		
Holiday Lights					30,000	30,000		
<b>Total Operations and Maintenance:</b>					<b>286,966</b>	<b>286,966</b>		
Site Improvements					15,000	15,000		
Equipment Parking					50,000	50,000		
<b>Total Other than Ordinary Maintenance:</b>					<b>65,000</b>	<b>65,000</b>		
<b>481 - PARKING MAINTENANCE</b>				<b>4.50</b>	<b>596,982</b>	<b>596,982</b>		

## **Police Department**

Chief Jody D. Kasper  
29 Center St, Northampton, MA 01060  
(413) 587-1115

### **Department Responsibilities**

The Northampton Police Department (NPD) is a progressive and professional police agency. We pride ourselves on the exceptional level of service that we provide to our residents and to visitors of Northampton. As an accredited police agency, we adhere to the very best police practices in the field. We are focused on crime prevention, detection, and the quality of life of our residents.

### **CY2020 Highlights**

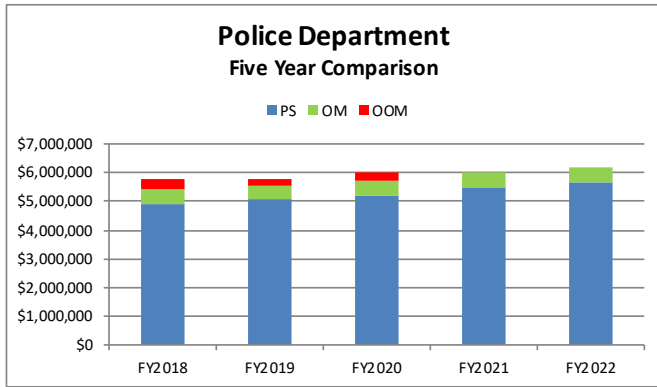
Northampton Police officers remained focused on providing quality community services in what was arguably one of the most challenging years in modern-day policing. Officers handled 29,078 calls in CY20; arrested 366 persons (28% for criminal warrants issued by the courts and 22% for felony offenses), charged 61 people with operating under the influence of alcohol or drugs; investigated 811 motor vehicle collisions including 366 that involved over \$1,000 in damages or with personal injury; completed and investigated 1,334 offense reports and 1,418 additional reports; wrote 1,680 motor vehicle citations and issued untold more verbal warnings; and processed 143 sex offender registrations and 260 LTC applications. Data on arrests, OUI's, vehicle collisions, and citations were significantly lower than in prior years and this is directly connected to decreased public activity of all kinds during COVID-19. Bars, restaurants, and businesses were either closed or had limited hours. Many students and families transitioned to working and learning remotely from home.

The most concerning issue in 2020 for NPD was the unexpected departure of nine police officers. After laying off three due to budget cuts, six more resigned and took jobs with other local police agencies. They took with them about \$414,000 in hiring and training costs. In addition, three officers have communicated their intent to retire early in FY22. With the constant threat of further cuts, the most junior officers lack employment stability and this, along with the community culture, is impacting employee retention.

In 2020, NPD continued to voluntarily contribute to the FBI National Use of Force Data Collection initiative, implemented a Restorative Justice Program, completed department-wide de-escalation training, continued our commitment to transparency by releasing information through our Open Data Portal, successfully passed re-accreditation assessment by the Massachusetts Police Accreditation Commission.

### **FY2022 Budget Information**

The Personnel Services budget increased due to contractually agreed upon raises and increasing the hours of the Assistant Animal Control Officer from 17.5 hours to 20 hours per week. There is no increase in the Ordinary Maintenance budget.



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	4,920,212	5,084,170	5,170,553	5,474,836	5,653,469	178,633
OM	497,689	461,481	567,421	555,965	555,965	-
OOM	360,502	257,891	295,149	-	-	-
Total	5,778,403	5,803,542	6,033,123	6,030,801	6,209,434	178,633

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
ADMIN	7.00	7.00	7.00	7.00	7.00	-
PSGT	8.00	8.00	8.00	7.00	7.00	-
POFF	50.00	50.00	50.00	46.00	46.00	-
NAPEA	1.00	1.00	1.00	1.00	1.00	-
AFSCME	2.00	2.00	2.00	2.00	2.00	-
NR	3.00	4.32	4.32	4.32	4.50	0.18
	71.00	72.32	72.32	67.32	67.50	0.18

## 210 - POLICE

						Funding Sources		
Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	General Fund	Other	Source
Chief of Police	Jody Kasper	ADMIN	40.00	1.00	154,295	154,295		
Captain	John Cartledge	ADMIN	40.00	1.00	124,241	124,241		
Captain	Vacancy	ADMIN	40.00	1.00	110,928	110,928		
Lieutenant	Greg Korepta	ADMIN	40.00	1.00	103,210	103,210		
Detective Lieutenant	Craig Kirouac	ADMIN	40.00	1.00	103,210	103,210		
Lieutenant	Alan Borowski	ADMIN	40.00	1.00	103,210	103,210		
Lieutenant	Victor Caputo	ADMIN	40.00	1.00	103,210	103,210		
Sergeant	Josef Barszcz	PSGT	40.00	1.00	84,594	84,594		
Sergeant	Joseph Golec	PSGT	40.00	1.00	84,594	84,594		
Sergeant	Brian Letzeisen	PSGT	40.00	1.00	84,594	84,594		
Sergeant	Timothy Satkowski	PSGT	40.00	1.00	84,594	84,594		
Sergeant	Patrick Moody	PSGT	40.00	1.00	84,594	84,594		
Detective Sergeant	Corey Robinson	PSGT	40.00	1.00	84,594	84,594		
Sergeant	Dennis Liptak	PSGT	40.00	1.00	84,594	84,594		
Patrol	Michael Allard	POFF	40.00	1.00	68,224	68,224		
Patrol	Carlos Lebron	POFF	40.00	1.00	68,224	68,224		
Patrol	John McCarthy	POFF	40.00	1.00	68,224	68,224		
Patrol	David Netto	POFF	40.00	1.00	68,224	68,224		
Patrol	Christian Edler	POFF	40.00	1.00	68,224	68,224		
Patrol	Luann Caputo	POFF	40.00	1.00	68,224	68,224		
Patrol	Peter Sharac	POFF	40.00	1.00	68,224	68,224		
Patrol	Steven DiGiammo	POFF	40.00	1.00	68,224	68,224		
Patrol	Brent Dzalo	POFF	40.00	1.00	65,915	65,915		
Patrol	Michael McLaughlin	POFF	40.00	1.00	65,915	65,915		
Patrol	Michael Briggs	POFF	40.00	1.00	65,915	65,915		
Patrol	Justin Hooten	POFF	40.00	1.00	65,915	65,915		
Patrol	Andrew Kohl	POFF	40.00	1.00	65,915	65,915		
Patrol	Kenneth Kirchner	POFF	40.00	1.00	65,915	65,915		
Patrol	Joshua Wallace	POFF	40.00	1.00	65,915	65,915		
Patrol	Adam VanBuskirk	POFF	40.00	1.00	65,915	65,915		
Patrol	Thomas Briotta	POFF	40.00	1.00	65,915	65,915		
Patrol	Scott Gregory	POFF	40.00	1.00	65,915	65,915		
Patrol	Ryan Tellier	POFF	40.00	1.00	63,690	63,690		
Patrol	Brendan McKinney	POFF	40.00	1.00	63,690	63,690		
Patrol	Jeffrey Staples	POFF	40.00	1.00	63,690	63,690		
Patrol	Elijah Pack	POFF	40.00	1.00	59,446	59,446		
Patrol	Matthew Montini	POFF	40.00	1.00	59,446	59,446		
Patrol	Michael Cronin	POFF	40.00	1.00	59,446	59,446		
Patrol	Benjamin Beaver	POFF	40.00	1.00	57,450	57,450		
Patrol	Timothy Zantrowski	POFF	40.00	1.00	57,450	57,450		
Patrol	Clay Delano	POFF	40.00	1.00	57,450	57,450		
Patrol	Vacancy	POFF	40.00	1.00	57,450	57,450		
Patrol	Rebecca Mazuch	POFF	40.00	1.00	57,450	57,450		
Patrol	Honora Sullivan-Chin	POFF	40.00	1.00	55,494	55,494		
Patrol	Steven Rattelsdorfer	POFF	40.00	1.00	55,494	55,494		
Patrol	Heather Longley	POFF	40.00	1.00	53,622	53,622		
Patrol	Jessica Sullivan	POFF	40.00	1.00	53,622	53,622		

						Funding Sources		
Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	General Fund	Other	Source
Patrol	Garrett Wojcicki	POFF	40.00	1.00	53,622	53,622		
Patrol	Lauren Bolduc	POFF	40.00	1.00	53,622	53,622		
Patrol	Kevin Cook	POFF	40.00	1.00	53,622	53,622		
Patrol	Tyler Hampson	POFF	40.00	1.00	51,813	51,813		
Patrol	Vacancy	POFF	40.00	1.00	51,813	51,813		
Patrol	Alan Schadel	POFF	40.00	1.00	68,224	68,224		
Patrol	Matthew Knowlton	POFF	40.00	1.00	51,813	51,813		
Patrol	Sharaby Irizarry	POFF	40.00	1.00	51,813	51,813		
Patrol	Ryan LaFlamme	POFF	40.00	1.00	51,813	51,813		
Patrol	Ariangna Gonzalez	POFF	40.00	1.00	51,813	51,813		
Patrol	Brett Wilson	POFF	40.00	1.00	51,813	51,813		
Patrol	Rachel Bunce	POFF	40.00	1.00	51,813	51,813		
Patrol	Kamil Bak	POFF	40.00	1.00	50,066	50,066		
Records Supervisor	Jane Lawnicki	NAPEA	40.00	1.00	63,151	63,151		
Court Administrator	Lori Speer	NR	35.00	1.00	55,431	55,431		
Principal Clerk	Julie Gaudreau	AFSCME	40.00	1.00	50,084	50,084		
Senior Clerk	Jennifer DiCarlo	AFSCME	40.00	1.00	41,100	41,100		
Department Secretary	Tammy Suprenant	NR	40.00	1.00	48,737	48,737		
Training and Accreditation Coordinator	Jennifer Delaney	NR	40.00	1.00	55,999	55,999		
Animal Control Officer/Animal Inspector	Shayla Howe	NR	35.00	1.00	55,083	55,083		
Assistant ACO	Alisa Wagman	NR	20.00	0.50	29,224	29,224		
One Extra Days of Payroll		POFF		-	14,544	14,544		
Special Police Officers					59,471	59,471		
Overtime					222,487	222,487		
Court Time					14,479	14,479		
Training					29,984	29,984		
Holiday Pay					152,261	152,261		
Longevity					28,500	28,500		
Shift Differential					31,408	31,408		
Working Out of Class					18,828	18,828		
Crime Scene Service Stipends					11,700	11,700		
Detective Stipends					18,800	18,800		
Career Incentive					484,244	484,244		
<b>Total Personnel Services:</b>				<b>67.50</b>	<b>5,653,469</b>	<b>5,653,469</b>		
R & M Vehicles					50,270	50,270		
R & M Office Equipment					12,500	12,500		
R & L Communication Equipment					60,377	60,377		
Technology Services					87,171	87,171		
Training and Seminars					56,928	56,928		
Medical/Testing Services					27,100	27,100		
Telephone					10,030	10,030		
Advertising					1,000	1,000		
Animal Control Expenses					25,000	25,000		
Office Supplies - General					5,500	5,500		
Gasoline/Diesel					74,152	74,152		
Police Supplies					62,537	62,537		
Uniforms and Other Clothing					57,350	57,350		
Photography Supplies					14,000	14,000		
Dues & Memberships					12,050	12,050		
<b>Total Operations and Maintenance:</b>					<b>555,965</b>	<b>555,965</b>		
Equipment - Automobiles - 2 cruisers					-	-		
<b>Total Other than Ordinary Maintenance:</b>					<b>-</b>	<b>-</b>		
<b>210 - POLICE</b>				<b>67.50</b>	<b>6,209,434</b>	<b>6,209,434</b>		<b>-</b>

## **Public Safety Communications Center**

Kelly Schuetze, Director

26 Carlon Drive, Northampton, MA 01060

(413) 587-1100

[kschuetze@northamptonma.gov](mailto:kschuetze@northamptonma.gov)

### **Department Responsibilities**

Dispatch provides efficient, courteous and helpful assistance to the public and first-responders. It is a communication hub, facilitating requests for service with the appropriate agencies. It provides dispatch support to the Police, Fire, and Emergency Medical Services, and after hours support to Animal Control, the Parking Garage and Department of Public Works. Through the CodeRED system, community outreach and emergency messages are sent to the public. Dispatch provides a point of contact to maintain first responder safety always, while coordinating timely and proper responses to all calls for service. To ensure that the needs of the public are met, Dispatch collaborates with all City ancillary services.

### **FY2021 Highlights**

Dispatch made some adjustments to call processing due to the COVID-19 pandemic. New questions had to be added, responses by personnel adjusted and new instructions to the caller to help alleviate exposures to the responders as well as the residents. The Dispatch Center staff aided in planning and coordinating with other key departments in the city in response to the Covid-19 pandemic.

Dispatch receives cell phone 911 calls directly that immediately map in the city. This has improved call processing by having Northampton be the first point of contact. The State 911 Department has also implemented Text to 911 across the Commonwealth.

The Dispatch Center is continuing to work with Police, Fire/Rescue, DPW, and the school departments to improve the citywide radio system.

Dispatch has updated the Emergency Medical Dispatch protocols hardcopy card sets to a computerized version which integrates with the police and fire tracking software. This update will allow the dispatchers to have the most up-to-date protocols and instructions to better assist callers experiencing medical emergencies and will seamlessly send information over to the ambulance reporting software for more accurate reporting.

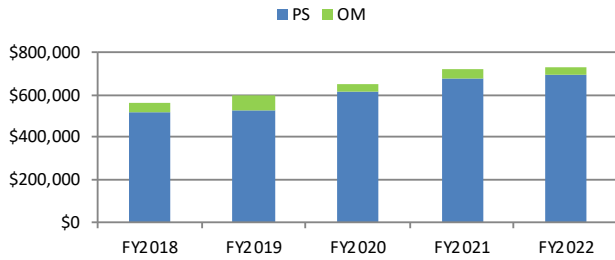
### **FY2022 Budget Information**

Dispatch is continuing to work with Police, Fire, DPW, Parking, Schools and other departments that utilize two-way radio communication to replace outdated and failing radio equipment to improve interoperability. The overall project is anticipated to take multiple years to complete.

Dispatch is requesting funds through Capital Planning to purchase three new radio positions to be located at the Police Department for a backup Communications Center in the event of evacuation as well as a large event command post.

The Commonwealth has yet to release the grant amounts for FY2022. One grant funds salaries for two dispatchers, and the other covers the training costs associated with the state-mandated certification and training requirements.

## Public Safety Communications Center Five Year Comparison



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	515,896	529,120	610,171	672,310	696,014	23,704
OM	43,941	69,986	36,808	49,341	31,392	(17,949)
Total	559,837	599,107	646,979	721,651	727,406	5,755

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	1.00	1.00	1.00	1.00	1.00	0.00
NR	11.00	11.00	11.00	11.00	11.00	0.00
	12.00	12.00	12.00	12.00	12.00	0.00

### 212 - PUBLIC SAFETY COMMUNICATIONS CENTER

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Director	Kelly Schuetze	NAPEA	40.00	1.00	80,500	80,500		
Lead Dispatcher	Julia Thibodo	NR	40.00	1.00	60,336	60,336		
Dispatcher	Lisa Day	NR	40.00	1.00	63,594	63,594		
Dispatcher	Anthony Bosworth	NR	40.00	1.00	52,204	52,204		
Dispatcher	Joshua Firth	NR	40.00	1.00	52,204	52,204		
Dispatcher	Mary Kandrotas	NR	40.00	1.00	52,204	52,204		
Dispatcher	Jeronimo Fernandez	NR	40.00	1.00	49,700	14,700	35,000	PSAP Grant
Dispatcher	Susan Gilbert	NR	40.00	1.00	54,841	54,841		
Dispatcher	Bart Casey	NR	40.00	1.00	52,204	52,204		
Dispatcher	Briana Yusko	NR	40.00	1.00	52,204	52,204		
Dispatcher	Vacancy	NR	40.00	1.00	48,482	13,482	35,000	PSAP Grant
Dispatcher	Maegan Leon	NR	40.00	1.00	50,941	50,941		
Part-time Operational (Trainers)					10,000	10,000		
Per Diem Dispatchers					1,500	1,500		
Overtime					40,000	40,000		
Holiday Pay					36,000	36,000		
Longevity					4,100	4,100		
Weekend Differential					5,000	5,000		
<b>Total Personnel Services:</b>				<b>12.00</b>	<b>766,014</b>	<b>696,014</b>	<b>70,000</b>	
R & M Equipment					30,386	5,386	25,000	
Medical/Testing Services					250	250		
Telephone					786	786		
Technology Comm Lines					2,800	2,800		
Advertising					300	300		
Office Supplies - General					500	500		
Subscriptions					300	300		
Uniform Allowance					2,475	2,475		
Travel					2,500	2,500		
Dues & Memberships					4,625	4,625		
Staff Development					10,000	10,000		
Capital Equipment					750	750		
Replacement Equipment					720	720		
<b>Total Operations and Maintenance:</b>					<b>56,392</b>	<b>31,392</b>	<b>25,000</b>	
<b>212 - PUBLIC COMMUNICATIONS CENTER</b>				<b>12.00</b>	<b>822,406</b>	<b>727,406</b>	<b>95,000</b>	

## **Fire Rescue Department**

Chief Jon Davine

26 Carlon Drive, Northampton, MA 01060

(413) 587-1039

[jdavine@northamptonma.gov](mailto:jdavine@northamptonma.gov)

### **Department Responsibilities**

Northampton Fire Rescue safeguards the lives and property and enhances the quality of life of the people of Northampton by providing a wide range of fire, rescue and emergency medical services, fire prevention, and a high level of life safety education to our community. The department endeavors to protect and preserve the health of its membership by providing high quality training and continuous staff development.

### **FY2021 Highlights**

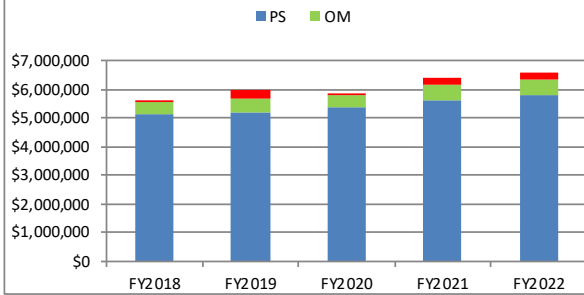
The COVID-19 pandemic challenged our department in ways we could never have imagined but our members met that challenge head on and along with the Health Department, became a lead agency in the city's combined response to the pandemic. Our department was tasked with ordering and distributing Personal Protective Equipment (PPE) for all city departments, providing support for the homeless shelter at Northampton High School, decontamination fogging of city buildings and we are currently staffing the vaccination clinic at the Senior Center with our paramedics. One of our members was removed from his shift to work exclusively with the Finance Director coordinating the city's reimbursement through FEMA. The pandemic forced us to upgrade our technology resources to allow our members to receive training remotely. This was necessary to maintain our many certifications. We also created an online pay system to allow contractors and realtors to pay for inspections remotely. Our members have transported almost 500 COVID patients since the pandemic began and those numbers continue to rise. Luckily, our members were one of the first in the state to receive the Moderna vaccine. We also took delivery of a new Brush Truck and with the assistance of our capital improvement funds, we were able to outfit it with brand new equipment. Lastly, each of our apparatus now has an iPad with our new Public Eye response software. The Public Eye software allows us to access incident information, fire hydrant locations and building plans while responding to an incident.

### **FY2022 Budget Information**

The Fire-Rescue department will continue to employ 70 personnel to provide the best fire and EMS service to the community. In the fall, we will take delivery of a new ambulance and new fire engine. Both of these units will replace older apparatus as part of our apparatus replacement plan. As more COVID vaccines become available, we hope to be able to offer our members the opportunity to receive outside training to include traveling to the National Fire Academy in Maryland. We plan to upload more information and data to our Public Eye response software which will assist us with the decision-making process while responding to an incident. Finally, we will partner with our Board of Health and assist them with administering vaccines to the citizens of Northampton.



## Fire Rescue Department Five Year Comparison



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	5,136,602	5,188,974	5,398,274	5,636,486	5,803,146	166,660
OM	406,803	493,429	420,389	529,430	543,930	14,500
OOM	53,986	301,247	50,299	210,000	235,000	25,000
Total	5,597,390	5,983,650	5,868,962	6,375,916	6,582,076	206,160

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
FADMIN	2.00	2.00	3.00	3.00	3.00	0.00
DFC	5.00	5.00	4.00	4.00	4.00	0.00
FF	61.00	61.00	61.00	61.00	61.00	0.00
AFSCME	1.00	1.00	1.00	1.00	1.00	0.00
NR	1.00	1.00	1.00	1.00	1.00	0.00
	70.00	70.00	70.00	70.00	70.00	0.00

## 220 - FIRE RESCUE

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Fire Chief	Jon Davine	FADMIN	40.00	1.00	140,454	140,454		
Assistant Chief	Andrew Pelis	FADMIN	40.00	1.00	126,826	126,826		
Division Chief of EMS	John Garriepy	FADMIN	42.00	1.00	125,868	125,868		
Deputy Chief	Stephen Vanasse	DFC	42.00	1.00	95,944	95,944		
Deputy Chief	Andrew Breen	DFC	42.00	1.00	90,396	90,396		
Deputy Chief	Michael Hatch	DFC	42.00	1.00	90,396	90,396		
Deputy Chief	Shawn Denkwicz	DFC	42.00	1.00	90,396	90,396		
Department Secretary	Melissa Betsold	AFSCME	35.00	1.00	48,230	48,230		
Mechanic	Jeffrey Bates	NR	40.00	1.00	74,838	74,838		
Captain	Mark Curtin	FF	42.00	1.00	72,203	72,203		
Captain	Matthew Lemberg	FF	42.00	1.00	72,203	72,203		
Captain	William Millin	FF	42.00	1.00	72,203	72,203		
Captain	Larry Therrien	FF	42.00	1.00	72,203	72,203		
Captain	William Schuetze	FF	42.00	1.00	72,203	72,203		
Captain	David Murrett	FF	42.00	1.00	70,080	70,080		
Captain	Steve Hall	FF	42.00	1.00	70,080	70,080		
Captain	Caleb Langer	FF	42.00	1.00	64,206	64,206		
Captain	Matthew Marchand	FF	42.00	1.00	64,206	64,206		
Captain	Jesse Sobek-Rosnick	FF	42.00	1.00	62,345	62,345		
Fire Fighter	Michael Pawloski	FF	42.00	1.00	57,436	57,436		
Fire Fighter	William Dawkins	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Matthew Superba	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Keith Healy	FF	42.00	1.00	57,436	57,436		
Fire Fighter	John Moriarty	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Brett Gauger	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Wendy Bryant	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Jared Kajka	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Daryl Springman	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Dan Galica	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Dennis Nazzaro	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Dustin Culver	FF	42.00	1.00	57,436	57,436		
Fire Fighter	James Mulkerin	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Natalie Stollmeyer	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Joshua Shanley	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Jonathan Vantland	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Shawn Crimmins	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Colleen Routhier	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Kara Ledoux	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Ian Bigda	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Matt Tudryn	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Timothy Putnam	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Adam Martin	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Bryan Davis	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Jeff Jasinski	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Keith Darnold	FF	42.00	1.00	57,436	57,436		

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	General Fund	Other	Source
Fire Fighter	Ben Snape	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Eric Toia	FF	42.00	1.00	57,436	57,436		
Fire Fighter	Sean Duma	FF	42.00	1.00	55,752	55,752		
Fire Fighter	Patrick Davis	FF	42.00	1.00	55,752	55,752		
Fire Fighter	Jonathan Schwaiger	FF	42.00	1.00	55,752	55,752		
Fire Fighter	Hannah Eisenstein	FF	42.00	1.00	55,752	55,752		
Fire Fighter	Daniel Martin	FF	42.00	1.00	54,149	54,149		
Fire Fighter	Megan Pike	FF	42.00	1.00	54,149	54,149		
Fire Fighter	Ethan Sicard	FF	42.00	1.00	54,149	54,149		
Fire Fighter	Keith Cotnoir	FF	42.00	1.00	54,149	54,149		
Fire Fighter	Joseph Mancino	FF	42.00	1.00	51,080	51,080		
Fire Fighter	Matthew Burrell	FF	42.00	1.00	49,580	49,580		
Fire Fighter	Daniel Schott	FF	42.00	1.00	49,580	49,580		
Fire Fighter	Hugh Parker	FF	42.00	1.00	49,580	49,580		
Fire Fighter	Daniel Nickerson	FF	42.00	1.00	48,172	48,172		
Fire Fighter	Benjamin Miller	FF	42.00	1.00	48,172	48,172		
Fire Fighter	Robert Hayes	FF	42.00	1.00	48,172	48,172		
Fire Fighter	Matthew Drenen	FF	42.00	1.00	48,172	48,172		
Fire Fighter	Jonathan Bousquet	FF	42.00	1.00	48,172	48,172		
Fire Fighter	Nicholas Noto	FF	42.00	1.00	48,172	48,172		
Fire Fighter	Zachary Battistoni	FF	42.00	1.00	48,172	48,172		
Fire Fighter	Tristan Krause	FF	42.00	1.00	48,172	48,172		
Fire Fighter	Matthew Wiklund	FF	42.00	1.00	48,172	48,172		
Fire Fighter	John Miller	FF	42.00	1.00	48,172	48,172		
Fire Fighter	Matthew Bouvier	FF	42.00	1.00	48,172	48,172		
One Extra Day Payroll					13,570	13,570		
Comp time buyouts					16,000	16,000		
Municipal Hearing Officer	Duane Nichols	NR			2,500	2,500		
Overtime					435,000	435,000		
Holiday Pay					234,952	234,952		
Longevity					29,800	29,800		
Working Out Of Grade					15,000	15,000		
Phone Allowance					4,020	4,020		
Educational Incentives					180,500	180,500		
EMS Stipends					519,000	519,000		
<b>Total Personnel Services:</b>				<b>70.00</b>	<b>5,803,146</b>	<b>5,803,146</b>	<b>-</b>	
Building Maintenance					15,000	15,000		
Vehicle Repair/Maint.					85,000	85,000		
R&M Communication Equip.					25,000	25,000		
Machine Tools					1,000	1,000		
Training & Seminars					30,000	30,000		
Medical/Testing Services					25,000	25,000		
EMS third party billing					80,000	80,000		
Communications					7,500	7,500		
Telephone					12,000	12,000		
Technology Communication					7,500	7,500		
Printing and Mailings					950	950		
Advertising					2,000	2,000		
Laundry Services					5,000	5,000		
Office Supplies-General					7,500	7,500		
Materials and Supplies					25,000	25,000		
Gasoline/Diesel Fuel					60,000	60,000		
EMS Supplies					65,000	65,000		
Firefighting Supplies					20,000	20,000		
Turnout Gear					20,000	20,000		
Magazine Subscriptions					280	280		
Uniform Allowance					40,000	40,000		
Travel					2,600	2,600		
Dues & Membership					7,600	7,600		
<b>Total Operations and Maintenance:</b>					<b>543,930</b>	<b>543,930</b>		
EMS Equipment					60,000	60,000		
Replacement of EMS Units					175,000	175,000		
<b>Total Other than Ordinary Maintenance:</b>					<b>235,000</b>	<b>235,000</b>		
				<b>70.00</b>	<b>6,582,076</b>	<b>6,582,076</b>		

## **Building Department**

Jonathan Flagg, Building Commissioner  
212 Main Street, Northampton, MA 01060  
(413) 587-1240  
[jflagg@northamptonma.gov](mailto:jflagg@northamptonma.gov)

### Department Responsibilities

The Building Department's mission is to protect public safety, property and land use through administration and enforcement of the Commonwealth's building codes, plumbing and gas codes, electrical codes, architectural access regulations, and Massachusetts General Laws as they apply to building safety and land use and Northampton Zoning Ordinance. The department reviews applications and plans for all construction projects in the city, and the initial reviews for all zoning applications. We inspect schools, nursing homes, hospitals, assembly halls, theaters, restaurants, bars and multifamily dwellings. We respond to complaints related to the zoning ordinances and the building code. As part of the city's public safety team, an inspector is available around the clock to respond to disaster events such as structure fires, structure damage, flooding, storms and other climatic damage.

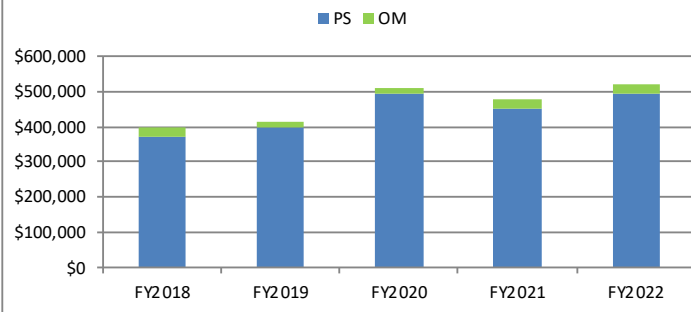
### FY2021 Highlights

FY2021 started four months into the COVID-19 pandemic. It appears that normal construction activity, with its continued upward trend, won't resume before the end of this fiscal year. Construction activity in the first 8 months matched the activity in the same period as FY2019. It has dropped significantly since March 1, 2020. It seems likely that construction activity in FY2020 will be at least 15% less than FY2019. Despite the anticipated drop off of construction activity, Northampton will still add more than 80 new housing units in FY2020. Two new solar arrays will come online with a combined nine Megawatts output. The third building on Atwood Drive will be completely occupied by the end of the year. Renovations at the former Clarke School continue, as well as some major construction projects at Smith College.

### FY2022 Projection

It is difficult to know how COVID-19 will affect construction activity in Fiscal Year 2022. A number of significant building projects will likely get under way in FY2022, including additional housing units at Village Hill, multi-family housing on Hawley Street, and new commercial buildings. Demolition of the former Willard Concrete plant on King Street opened another parcel for development and the first of 2 planned buildings is underway. Construction of Smith College's Nielson Library will continue. The Clarke School redevelopment project will likely finish up in FY2022. The biggest challenge for the department in FY22 will be continuing to adapt to ongoing COVID-19 outbreaks. It is impossible to know what level of construction activity to expect but the building department is ready for whatever happens.

### Building Department Five Year Comparison



### General Fund Operating Budget

	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	371,563	395,926	496,063	449,216	493,086	43,870
OM	25,667	18,934	15,718	26,200	26,200	-
Total	397,229	414,860	511,781	475,416	519,286	43,870

### FTE's by Unit

Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	5.00	5.00	6.00	5.00	5.00	0.00
NR	0.88	0.88	0.25	0.25	0.50	0.25
AFSCME	2.00	2.00	2.00	2.00	2.00	0.00
	7.88	7.88	8.25	7.25	7.50	0.25

## 241 - BUILDING INSPECTIONS

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Building Commissioner	Jonathan Flagg	NAPEA	40.00	1.00	91,225	91,225		
Building Inspector	Kevin Ross	NAPEA	40.00	1.00	63,204	63,204		
Inspector of Wires	Roger Malo	NAPEA	40.00	1.00	71,514	71,514		
Plumbing Inspector	Lawrence Eldridge	NAPEA	40.00	1.00	68,048	68,048		
Sealer Weights & Measures	John Frey	NAPEA	40.00	1.00	63,600	63,600		
Department Assistant	Kim Carson	AFSCME	35.00	1.00	47,246	47,246		
Principal Clerk	Beth Willard	AFSCME	35.00	1.00	39,865	39,865		
Intermittant Inspectors		NR	19.00	0.50	20,184	20,184		
Overtime					15,000	15,000		
On Call Pay					6,500	6,500		
Longevity					3,700	3,700		
Phone Allowance					3,000	3,000		
<b>Total Personnel Services:</b>				<b>7.50</b>	<b>493,086</b>	<b>493,086</b>		
R & M Vehicles					2,000	2,000		
R & M Office Equipment					1,500	1,500		
Training and Seminars					2,500	2,500		
Contracted Inspection Services					5,000	5,000		
Printing					600	600		
Office Supplies - General					400	400		
Gasoline/Diesel					1,900	1,900		
Code and Code Subscriptions					2,000	2,000		
Uniform Allowances					3,300	3,300		
Travel					3,000	3,000		
Dues & Memberships					1,000	1,000		
Equipment Technology					3,000	3,000		
<b>Total Operations and Maintenance:</b>					<b>26,200</b>	<b>26,200</b>		
<b>241 - BUILDING INSPECTIONS</b>				<b>7.50</b>	<b>519,286</b>	<b>519,286</b>		

## Health Department

Merridith O'Leary, Director

212 Main Street, Northampton, MA 01060

(413) 587-1214

[moleary@northamptonma.gov](mailto:moleary@northamptonma.gov)

### FY2021 Accomplishments

This past year the Health Department's (NHD) primary focus was the fight against COVID-19 and resources went towards enforcing Governor Baker's orders, writing local policy, providing community resources, supporting shelter efforts, working with local businesses, and on disease surveillance, prevention and education. The NHD prevention team also continued its leadership serving communities impacted by substance use, opioid overdose, and the growing recovery community throughout Hampshire County. Additionally, the NHD persevered with development of its technology innovation the Health Information Exchange and Case Management System that has set new standards for data collaboration for all of Western Massachusetts.

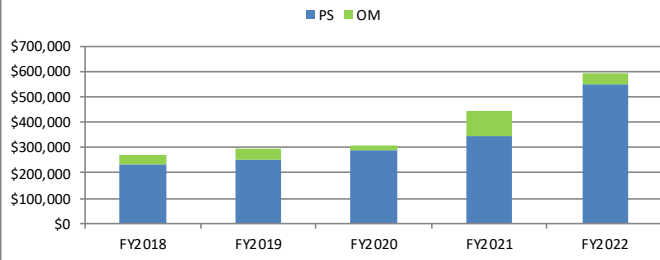
Some standout initiatives, programs and events for FY2021 are:

- Launched a countywide public health nursing collaborative with over 2,500 cases of COVID investigated.
- Provided asymptomatic COVID-19 testing for Northampton municipal staff, schools, businesses and residents.
- Stood up Regional Vaccination Site for six months, provided over 30,000 vaccines.
- Responded to over 3,000 COVID complaints.
- Established a network of Public Health Ambassadors to assist with community outreach
- Delivered over 15,000 masks to residents and local businesses; honored as a 2021 Innovative Practice Silver Awardee by the National Association of County and City Health Officials (NACCHO)
- Awarded the following grants: \$300,000 DPH Public Health Excellence Grant, \$10,000 MRC Operational Readiness Grant, \$90,000 BSAS OD2A grant to better meet needs of Justice Involved Individuals, \$1,194,203 COSSAP grant to sustain/ expand DART, \$25,000 Data Across Sectors for Health (DASH) grant for Creating an Inclusive Website, \$69,115 BMC HEALing Community Study
- Hampshire HOPE program: Coordinator was awarded two distinguished honors: Massachusetts House of Representatives "Unsung Hero Award" and the Mitch Snyder Award, produced a monthly Hampshire HOPE column for the Daily Hampshire Gazette, Created a video, brochure, and provider resource guide for harm reduction during COVID. Distributed 571 doses of Narcan to the community.
- DART expansion into all of Hampshire County, 10 Hampden County communities and bordering Worcester County communities,
- Trained 137 people in QPR suicide gatekeeper training to address the rising rates of suicide during COVID
- Presented at National RX Summit and CDC Conference on SUD work and our nationally recognized HIE database.

### FY2022 Goals

- Continue disease surveillance, investigation, and prevention efforts against COVID-19, build trust in the community around vaccine confidence, update emergency plans from COVID-19 lessons learned
- Build on regional collaborations in order to increase capacity and sustainability towards community health initiatives, outcomes, and equity.
- Enhance NHD infrastructure; Hire an Assistant Director, Grants program coordinator(s) and a Grants Manager. Create a supervisory structure for the prevention team. Mentor, cross train, and provide professional development for NHD inspectional service staff
- Continue to expand regional western MA - Health Information Exchange (HIE) to provide support throughout Hampshire County to share in services with Local Health Departments (LHDs) for data infrastructure development and shared public health nursing (PHN) services.
- DART program expansion into Berkshires with new FD/EMS model and enrollment by team members onto the CMS.

### Health Department Five Year Comparison



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	234,307	254,525	290,367	348,906	548,630	199,724
OM	37,753	38,806	19,999	98,710	43,710	(55,000)
Total	272,060	293,331	310,366	447,616	592,340	144,724

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	3.57	3.66	3.80	4.00	6.00	2.00
AFSCME	1.00	1.00	1.00	1.00	1.00	-
NR	1.57	2.57	2.57	4.85	7.00	2.15
	6.14	7.23	7.37	9.85	14.00	4.15

### 511 -HEALTH DEPARTMENT

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Health Director	Merridith O'Leary	NAPEA	40.00	1.00	98,856	98,856		
Assistant Director	Vacancy (new)	NAPEA	40.00	1.00	71,229	71,229		
Public Health Nurse	Kate Kelly (new)	NAPEA	40.00	1.00	73,255	73,255		
Public Health Nurse	Vivian Franklin	NAPEA	40.00	1.00	64,724	64,724		
Sanitarian	Jasmine Ward	NAPEA	35.00	1.00	56,038	56,038		
Sanitarian	Amy Hutchins	NAPEA	35.00	1.00	56,038	56,038		
Department Secretary	Kelly Constantine	AFSCME	35.00	1.00	48,925	48,925		
Deputy Director Prevention Services	Cherry Sullivan	NR	35.00	1.00	68,874		68,874	Grant funded
DART and HIE Program Manager	Michele Farry	NR	35.00	1.00	62,894		62,894	Grant funded
Regional Database Project Manager & HEAL Liason	Austin Sanders	NR	35.00	1.00	59,275		59,275	Grant funded
Technology & Implementation Database Manager	Vacancy	NR	35.00	1.00	59,275		59,275	Grant funded
Northampton Prevention Coalition Coord.	Vacancy (new)	NR	35.00	1.00	60,105	60,105		
DART Coordinator	Vacancy	NR	35.00	1.00	60,105		60,105	Grant funded
Grant Manager	Vacancy (new)	NR	35.00	1.00	50,000		50,000	Grant funded
Septic Inspections					4,500	4,500		
Phone Allowance					4,560	4,560		
Overtime					10,000	10,000		
Longevity					400	400		
<b>Total Personnel Services:</b>				<b>14.00</b>	<b>909,053</b>	<b>548,630</b>	<b>360,423</b>	
Vehicles					750	750		
Training and Seminars					1,750	1,750		
Medical Testing Services					550	550		
Contractual Services - Mosquito Control					25,500	25,500		
Printing and Mailing					500	500		
Advertising					400	400		
Office Supplies					550	550		
Gas					700	700		
Medical Supplies					730	730		
Prevention Coalition					10,000	10,000		
Educational Supplies					300	300		
Travel					1,000	1,000		
Dues and Memberships					980	980		
<b>Total Operations and Maintenance:</b>					<b>43,710</b>	<b>43,710</b>		
<b>511-BOARD OF HEALTH TOTAL:</b>				<b>14.00</b>	<b>952,763</b>	<b>592,340</b>	<b>360,423</b>	

## **Department of Community Care**

NEW

### Department Responsibilities

The Northampton Policing Review Commission (NPRC), a 15-member resident commission appointed jointly by the Mayor and City Council to conduct a sweeping public policy review and community conversation about policing and community safety, released its final report entitled “Reimagining Safety” on March 18, 2021.

A primary recommendation of the NPRC was the establishment of a new “Department of Community Care” to provide multiple types of civilian responders to community needs, including peer response to mental health and substance use crises, as an alternative to police response. The NPRC report called for funding the establishment of this new department in FY2022 with a goal of making it operational by FY2023. It also made other immediate recommendations including further data analysis of police calls and staffing, a community needs assessment, and additional items requiring further study and community engagement.

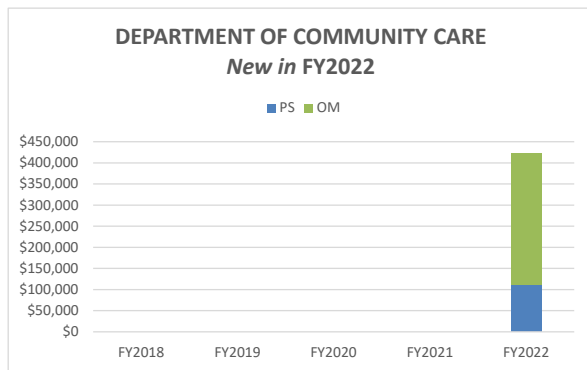
This new departmental budget includes funding for the hiring of a senior-level Project Coordinator to assemble the new department, which which would include developing its staffing and organizational structure, job descriptions, operating policies, and training and licensure requirements, as well as coordinating with other city departments, forming an implementation advisory committee, and pursuing the many emerging state and federal grants for this work.. There is also funding for a part-time Administrative Assistant to support the work of the Project Coordinator together with significant additional resources including \$300,000 allotted for additional data analysis, a recommended community needs assessment, and other outside consulting support and studies as needed.

### FY2020 Highlights

n/a

### FY2022 Budget Information

Once staffed, the department will work to create a blueprint for an operational Department of Community Care that can be codified through both an administrative order and funded in the FY2023 budget.



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS					112,255	112,255
OM					311,700	311,700
<b>Total</b>	-	-	-	-	<b>423,955</b>	<b>423,955</b>

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NR					1.50	1.00
					<b>1.50</b>	

## 529 - COMMUNITY CARE

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Project Manager (New)	Vacancy	NR	40.00	1.00	90,000	90,000		
Administrative Assistant	Vacancy	NR	20.00	0.50	21,715	21,715		
Phone Allowance					540	540		
<b>Total Personnel Services:</b>				<b>1.50</b>	<b>112,255</b>	<b>112,255</b>		
Contractual Services: Data Analysis, Community Needs Assessment, and other studies as needed					300,000	300,000		
Printing and Mailing					1,000	1,000		
Advertising					1,200	1,200		
Office Supplies - General					500	500		
Travel					2,500	2,500		
Dues & Memberships					1,500	1,500		
Staff Development					5,000	5,000		
<b>Total Operations and Maintenance:</b>					<b>311,700</b>	<b>311,700</b>	-	
<b>213 - COMMUNITY CARE</b>				<b>1.50</b>	<b>423,955</b>	<b>423,955</b>	-	



## **Senior Services Department**

Marie Westburg, Director  
67 Conz Street, Northampton, MA 01060  
(413) 587-1228  
[mwestburg@northamptonma.gov](mailto:mwestburg@northamptonma.gov)

### **Department Responsibilities**

Senior Services is dedicated to enhancing the quality of life for the city's elders, ages 60 and over, with some programs and activities available to those 55-59 years of age. To meet this goal, Northampton Senior Services identifies needs and provides a range of programs, activities, and services to address them. Northampton Senior Services serves as a community focal point around issues of aging and is a liaison to local, state, and federal resources for elders and their families. The department's director is the administrator of the Senior Tax Work Off Program.

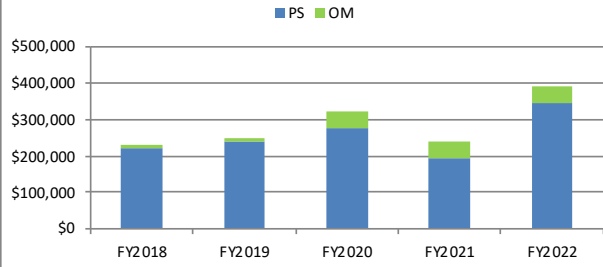
### **FY2021 Highlights**

The Senior Services Department offers programs for recreation, education, nutrition, health, fitness, technology, and cultural and intergenerational opportunities. Services and access to resources for transportation, job readiness, benefits counseling, health clinics, insurance issues, tax preparation, support groups, and referrals for in-home services that are provided through partnerships with area organizations. During the COVID-19 pandemic our focus in serving older adults, the most vulnerable population, required that we shift our efforts to implement many creative and practical approaches for service delivery and outreach. Shifts in our approach to providing any service while prioritizing lowering the risks of exposure to covid has been the biggest challenge during this time. Our approach includes digital programming and many regional collaborations that have allowed us to ensure effective dissemination of information and support services to older adults, especially those experiencing technology and financial barriers. Senior Services department staff have been working remotely coordinating and running extensive online programs as well as call-in programming options, weekly friendly phone check-ins, case management, an intergenerational pen pal program, and drive-up food distributions. Transportation options are being provided through a grant funded taxi service and a shift in our partnership with PVRTA to provide a shuttle service five days a week. During this time the building has been closed to the public and has served as a site for addressing city and community service needs such as covid testing, vaccinations, training essential workers, food access and to safely conduct our 1:1 technology training and loan program for those older adults who want to learn how to connect to programs, family, and resources digitally. Unfortunately, the Senior Center will be the last city building to open back up to the public. As we plan for a return to onsite services our programs will continue to be offered in both hybrid and remote options in an effort to consistently extend our reach to all older adults while our department and the community continues to manage and adjust to the ongoing challenges around the pandemic.

### **FY2022 Budget Information**

The Executive Office of Elder Affairs will contribute \$70,488 to the budget. As the budget was cut considerably due to a downscaling in the services provided during the pandemic this year's budget reflects contingency plans for an increase in staffing and funding for these costs as we return to a pre-pandemic level of services.

### Senior Services Five Year Comparison



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	219,691	237,526	276,462	195,412	346,611	151,199
OM	10,250	10,218	45,859	46,264	46,264	-
Total	229,941	247,744	322,321	241,676	392,875	151,199

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	4.00	4.00	4.00	4.00	4.00	-
AFSCME	1.00	1.00	1.00	1.00	3.00	2.00
NR	4.43	4.80	4.75	0.00	3.00	3.00
	9.43	9.80	9.75	5.00	10.00	5.00

### 541 -SENIOR SERVICES

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget
Director	Marie Westburg	NAPEA	35.0	1.00	68,712
Assistant Director	Janet Yurko	NAPEA	35.0	1.00	59,503
Program Dev & Comm Manager	Nancy Yesu	NAPEA	35.0	1.00	47,831
Senior Social Worker	Michelle Dihlmann	NAPEA	35.0	1.00	60,996
Department Assistant	Laura Scott	AFSCME	35.0	1.00	39,746
Nutrition Coordinator	Kevin Martin (Restored)	NR	35.0	1.00	47,246
Principal Clerk/Transportation	Vacancy (Restored)	AFSCME	35.0	1.00	37,015
Senior Services Staff Assistant	Vacancy (New)	AFSCME	35.0	1.00	30,475
Senior Services Staff Assistant	Vacancy (Restored)	NR	35.0	1.00	30,475
Senior Services Staff Assistant	Vacancy (Restored)	NR	35.0	1.00	30,475
Longevity					100
<b>Total Personnel Services:</b>				<b>10.00</b>	<b>452,574</b>
R&M office equip					500
Prof/Tech					2,000
Contr. Services					1,000
Communications (Interpretors)					1,000
Telephone					564
Advertising					1,000
Other Purchased Services					48,000
Office Supplies					1,400
Recreational Suppls					2,200
Travel					600
<b>Total Operations and Maintenance:</b>					<b>58,264</b>
<b>541-COUNCIL ON AGING TOTAL:</b>				<b>10.00</b>	<b>510,838</b>

Funding Sources		
General Fund	Other	Source
68,712		
59,503		
12,820	35,011	EOEA Grant
25,519	35,477	EOEA Grant
39,746		
42,246	5,000	Food Service Revolving Fund
37,015		
30,475		
-	30,475	Activities Revolving Fund
30,475		
100		
<b>346,611</b>	<b>105,963</b>	
500		
2,000		
1,000		
1,000		
564		
1,000		
36,000	12,000	Advertising Revenue
1,400		
2,200		
600		
<b>46,264</b>	<b>12,000</b>	
<b>392,875</b>	<b>117,963</b>	

## **Veterans' Services**

Steven J. Connor, Director  
240 Main Street, Northampton, MA 01060  
(413) 587-1299  
[sconnor@northamptonma.gov](mailto:sconnor@northamptonma.gov)

### **Department Responsibilities**

The mission of Veterans' Services is to aid, support, and advocate for veterans and/or their dependents. The department now serves 11 communities: Northampton, Amherst, Pelham, Hadley, Williamsburg, Chesterfield, Goshen, Cummington, Worthington, Chester, and Middlefield, and is called the Central Hampshire Veterans Services district.

### **FY2021 Highlights**

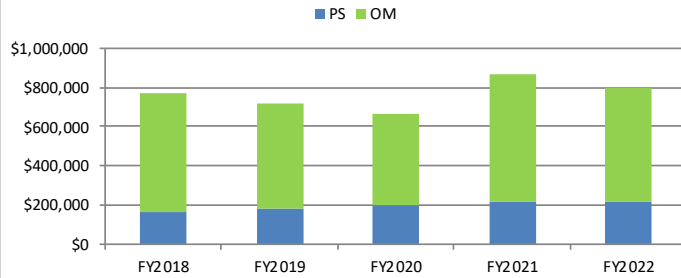
Due to the COVID-19 pandemic, many of the goals and objectives for our department district wide have either been canceled or postponed. Much of the work of our office has been done remotely which has been a significant challenge for Veterans' Services staff and benefit processes. However, the team managed to keep operating with very few interruptions in service. At the end of March 2020, when offices were closed to the public, the department faced a huge challenge: how do we keep track of our vulnerable population and keep up communication on their needs if they are unable to come to our offices. The solution was to bring our support to them. We collaborated with the Salvation Army of Massachusetts and Massachusetts Military Support Foundation to provide monthly boxes of both fresh and nonperishable food items. In October 2020, Veterans' Services began delivering pre-packed boxes of fresh dairy, protein and produce, on Wednesdays and Saturdays throughout the district. At the time of this writing, one year after the pandemic shutdown, we have delivered over 1,050 food boxes. Veterans' Services Officer Tom Geryk participated in SHINE training that occurred in the Fall of 2020 and has become a certified SHINE Representative. Our objective for this is to more directly assist veterans and families to access the ever-changing medical insurance challenges. The federal government has made significant changes (Mission Act) to the VA Healthcare system nationally and in western Massachusetts and we will need to provide the best information possible as our older veterans are being compelled to use more and more health services in the community.

The holiday season during a pandemic was also a big concern for our population. Many of our veterans and surviving spouses do not live with their families and in some cases their families live far away. To address the increased isolation, we contacted those who live alone and brought them a full holiday meal right to their door. We worked with the VFW in Florence to help prepare over 60 meals that were delivered by volunteers from the VA medical center and members of the Northampton Kiwanis club throughout Northampton, Williamsburg, Hadley, and Amherst.

### **FY2022 Budget Information**

We were unable to participate in most of our traditional outreach events i.e. the Cummington Fair, 3 County Fair, the Big E, and university sporting events due to the pandemic. Therefore, information about veterans' benefits has been hard to get out to the veterans, and their families, who could assist them in a time of great need or for ongoing support. Our numbers of veterans receiving our financial assistance program are reduced, possibly due to this issue. The department's objective is ongoing and efforts to find new and innovative methods of outreach will be important to ensure all who need assistance receive it.

### Veterans' Services Department Five Year Comparison

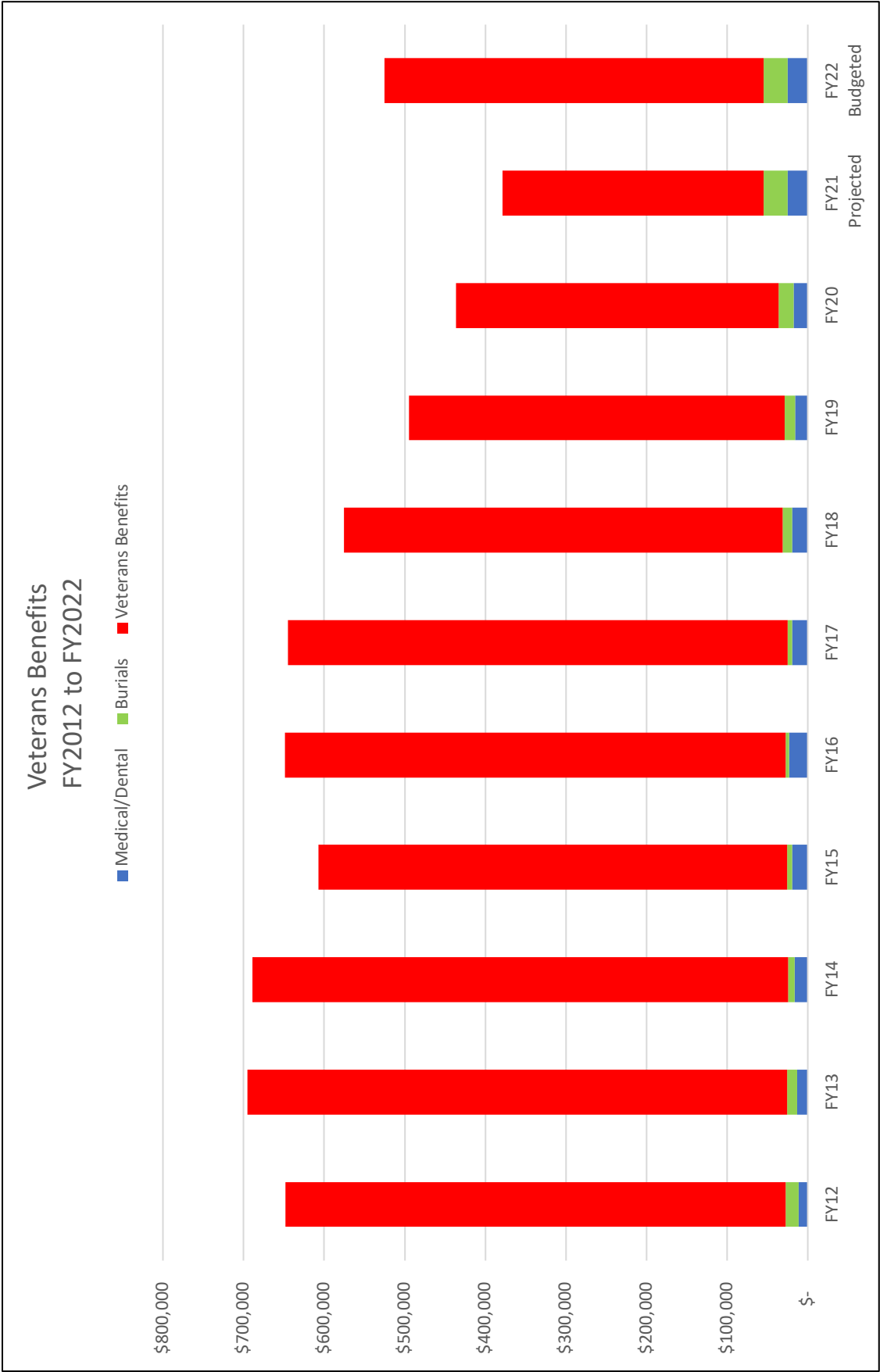


General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	164,522	179,078	197,479	213,645	221,444	7,799
OM	604,818	541,374	467,726	655,983	578,980	(77,003)
Total	769,340	720,453	665,205	869,628	800,424	(69,204)

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	2.00	2.00	2.00	2.00	2.00	0.00
AFSCME	1.00	1.00	1.00	1.00	1.00	0.00
NR	0.40	0.35	0.48	0.63	0.63	0.00
	3.40	3.35	3.48	3.63	3.63	0.00

## 543 - VETERANS

						Funding Sources		
Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	General		
						Fund	Other	Source
Central Hampshire Veterans District Budget:								
Director	Steven Connor	NAPEA	40.00	1.00	88,854	88,854		
Department Secretary	Jessica Barry	AFSCME	35.00	1.00	37,943	37,943		
Investigative Veterans Service Agent	Rebecca Twining	NAPEA	40.00	1.00	55,351	55,351		
Deputy Veterans Service Agent/Hilltown VSO	Thomas Geryk	NR	25.00	0.63	30,576	30,576		
Longevity					2,000	2,000		
Travel Stipend for Director					5,100	5,100		
Phone Allowance					1,620	1,620		
Total Personnel Services:					3.63	221,444	221,444	
R & M Office Equipment					2,000	2,000		
Training and Seminars					2,100	2,100		
Telephone					120	120		
Office Supplies - General					1,200	1,200		
Travel					5,900	5,900		
Dues & Memberships					760	760		
Cermonial Expenses					900	900		
Total Operations and Maintenance:						12,980	12,980	
543- VETERANS DISTRICT BUDGET:						234,424	234,424	
Northampton Veterans Benefits:								
Medical and Dental Insurance					25,000	25,000		
Veterans Benefits					470,000	470,000		
Burial Expenses					30,000	30,000		
Cermonial Expenses					10,000	10,000		
Veterans Benefits - Food					1,000	1,000		
Veterans Benefits - Medical					25,000	25,000		
Veterans Benefits - Other					5,000	5,000		
Total Operations and Maintenance:						566,000	566,000	
543-VETERANS TOTAL:					3.63	800,424	800,424	



## **Forbes Library**

Lisa Downing, Director

20 West Street, Northampton, MA 01060

(413) 587-1016

[ldowning@forbeslibrary.org](mailto:ldowning@forbeslibrary.org)

### **Department Responsibilities**

Forbes Library exists to provide a wide range of information and materials to all of the people of Northampton, and to encourage and support the civic, intellectual, and cultural pursuits of the community. Forbes Library encourages curiosity, free inquiry, and lifelong learning and provides a friendly physical environment as a community meeting place.

### **FY2021 Highlights**


The Covid-19 pandemic forced the library to balance safety concerns with service. Many services including storytimes, book groups, film discussions and a grant funded series on the history of voting rights were offered online. Staff promoted digital book and streaming media services as alternatives to the library's physical collection. Curbside service was a popular way for patrons to get library materials who were appreciative to have access to books and movies. Limited in person browsing began in late summer and staff continued to provide information over the phone, by email and on social media. The library expanded its delivery services to vulnerable populations including elders and those with underlying health conditions. The Trustees responded to the racial unrest in our country by issuing an anti-racism statement that called for the development of an action plan to seek out and eliminate underlying structures of white supremacy, and promote racial and social justice in our policies, procedures, and programs.

### **FY2022 Budget Information**


The library's budget provides for level-funded services with the anticipation of returning to pre-pandemic services once it is safe to do so. The personnel budget continues to absorb and adjust for increasing minimum wage and the resulting wage compression. Fixed costs continue to grow with inflation. We are very appreciative of the support we receive through our partnership with the City of Northampton.

# Forbes Library


Nearly 500 people use our safe **self-service** checkout in a typical week. In the first three months folks borrowed more than 15,000 items using self service.




**Curbside** service lets folks borrow library materials without entering the building. We've had an average of more than 800 pickups a month since beginning the service.




Library **programs** have moved online, with an average of 65 programs a month, from computer help to yoga to storytimes.






Our **eBook** collection has grown to over 100,000 titles and Forbes patrons have used nearly 4,000 eBooks a month during the pandemic.



The library continues to issue **library cards**, and has registered more than 400 new patrons during the pandemic. Northampton residents can apply for a card online.



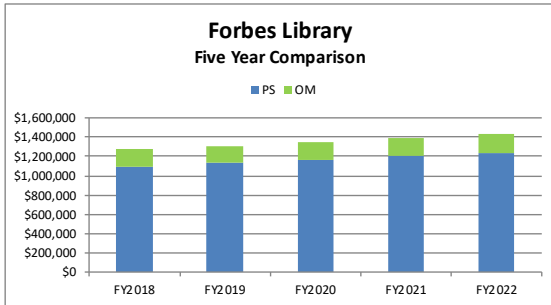
We know this is a difficult time, which is why Forbes Library is flexible and **fine free** during the pandemic.

# Is Here For You

November 2020

[forbeslibrary.org](http://forbeslibrary.org) • 413-587-1012 • [reference@forbeslibrary.org](mailto:reference@forbeslibrary.org)





General Fund Operating Budget					
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022
PS	1,087,436	1,131,164	1,165,989	1,202,214	1,239,873
OM	185,749	180,217	184,733	189,030	193,108
Total	1,273,185	1,311,381	1,350,722	1,391,244	1,432,981

*\$ Change  
FY21-FY22*

37,659  
4,078  
41,737

FTE's by Unit					
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022
FLEA	20.09	20.20	20.06	19.86	19.85
NR	5.38	5.58	5.86	6.17	6.20
	25.47	25.78	25.92	26.03	26.05

*\$ Change  
FY21-FY22*

(0.01)  
0.03  
0.02

## 610 - FORBES

						Funding Sources		
Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	General Fund	Other	Source
<b>ADMINISTRATION</b>								
Director	Lisa Downing	NR	37.50	1.00	87,549	35,549	52,000	Library State Grant
Assistant Director	Molly Moss	NR	37.50	1.00	72,228	55,128	17,100	Clarke and Earle Trust Funds
Administrative Assistant	Jennie Lamour	NR	37.50	1.00	52,281	52,281		
Intermittent Part Time Administrative Assistant		NR	1.50	0.04	1,000	1,000		
Treasurer	Cheri Buckhout	NR	8.00	0.21	12,485	12,485		
Secretary	Eilizabeth Sheirer	NR	1.50	0.04	3,414	3,414		
<b>INFORMATION SERVICES</b>								
IS Librarian/A&M Head	Faith Kaufmann	FLEA	37.50	1.00	61,255	61,255		
IS Librarian/Reference Head	Alene Moroni	FLEA	37.50	1.00	61,255	61,255		
IS Librarian	Ben Kalish	FLEA	37.50	1.00	52,281	52,281		
Part Time IS Librarian	Heather Diaz	FLEA	27.00	0.72	38,766	38,766		
IS Associate for Local History & Special Collections	Dylan Gaffney	FLEA	37.50	1.00	45,339	45,339		
IS Senior Library Assistant/ ILL Specialist	Jill Emmons	FLEA	37.50	1.00	39,270	39,270		
Intermittent Part Time IS Librarians		NR	9.00	0.24	8,424	8,424		
Intermittent Part Time Library Assistants		NR	24.50	0.65	18,951	18,951		
<b>CCPL&amp;M /Hampshire Room</b>								
Part Time Salaried Archivist/IS Librarian	Julie Bartlett Nelson	FLEA	30.00	0.80	48,999	48,999		
Part Time Archivist/Local History Librarian	Elise Bernier-Feeley	NR	5.00	0.13	5,559	5,559		
<b>BORROWER SERVICES</b>								
Circulation Supervisor	Brian Tabor	FLEA	37.50	1.00	45,338	45,338		
Library Associate	Chris Teghtsoonian	FLEA	37.50	1.00	42,142	42,142		
Part Time Senior Library Assistant	Susan Schaeffer	FLEA	25.00	0.67	21,642	21,642		
Part Time Library Assistant	Lindsey Musielak	FLEA	30.00	0.80	25,971	25,971		
Outreach Delivery Service Coordinator	Maria Sperduti	NR	6.00	0.16	6,469	5,969	500	Lilly Library
Intermittent Part Time Library Assistants		NR	36.00	0.96	27,846	27,846		
<b>CHILDREN'S &amp; YOUNG ADULT DEPARTMENT</b>								
Children's Librarian/Children's Depart. Head	Sarah Johnson	FLEA	37.50	1.00	61,255	61,255		
Children's Assistant Librarian	Madison Bishop	FLEA	37.50	1.00	42,172	42,172		
Library Associate	Callie Sieh	FLEA	37.50	1.00	33,842	33,842		
Intermittent Part Time Library Assistants		NR	22.50	0.60	17,404	17,404		
<b>TECHNICAL SERVICES DEPARTMENT</b>								
Cataloger/Automation /Tech Serv Dept Head	Paula Elliot	FLEA	37.50	1.00	61,255	61,255		
Cataloging Assistant	Kathy Mizula	FLEA	37.50	1.00	42,143	42,143		
Tech Services Assistant	Steven Stover	FLEA	37.50	1.00	36,011	36,011		
Part Time Library Assistant	Brian Marchese	FLEA	25.00	1.00	37,818	37,818		
<b>MAINTENANCE DEPARTMENT</b>								
Facilities Manager	Jason Petcen	FLEA	37.50	1.00	58,129	58,129		
Custodian	Frank Gessing	FLEA	37.50	1.00	42,084	42,084		
Part Time Custodian	Mark Toczydlowski	FLEA	32.50	0.87	31,206	31,206		
Intermittent Part Time Custodian		NR	6.00	0.16	5,092	5,092		
Additional Substitute Staffing					2,886	2,886		
Longevity					13,800	13,800		
Stipends - Work Study					12,000	9,000	3,000	Trustees of Forbes Trust Fund
Medicare					18,122	18,122		
Workers Compensation					2,417	2,417		
Unemployment					7,000	7,000		
PFML					9,373	9,373		
<b>Total Personnel Services</b>				<b>26.05</b>	<b>1,312,473</b>	<b>1,239,873</b>	<b>72,600</b>	
Audit					8,650	8,650		
Contracted Services					11,000	7,500	3,500	Forbes Aid Fund
CW/Mars Fee					42,798	42,798		
Electricity					53,000	53,000		
Housekeeping Supplies					12,500	12,500		
Internet					2,360	2,360		
Library Supplies					9,920	9,920		
Natural Gas					15,000	15,000		
Postage					1,700	1,700		
Printing					3,505	3,505		
Property Contents Insurance					9,000	9,000		
R & M Buildings					10,000	10,000		
Reserve Fund					1,000	1,000		
Tax Filing Fee					500	500		
Technology Services - Payroll					5,775	5,775		

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget
Telephone					900
Trash Removal					2,500
Water/Sewer					6,500
Books & Media					171,960
Programming					7,500
Staff Development					6,500
Technology					11,000
Total Operations and Maintenance:					393,568
610 - FORBES LIBRARY				26.05	1,706,041

General Fund	Other	Source
900		
2,500		
6,500		
	171,960	Trustees of Forbes Trust Funds, Fees, Donations
	7,500	Friends of Forbes Library Grant
	6,500	Friends of Forbes Library Grant, Trustees of Forbes Trust Funds
	11,000	Trustees of Forbes Trust Funds
193,108	200,460	
1,432,981	273,060	



## **Lilly Library**

Adam Novitt, Director

19 Meadow Street, Florence, MA 01062

(413) 587-1500

[mtourjee@cwmars.org](mailto:mtourjee@cwmars.org)

### Department Responsibilities

The mission of Lilly Library is to provide opportunities for life-long learning for people of all ages and backgrounds in the villages of Florence, Bay State and the City of Northampton, as well as the surrounding area. The library is an integral part of the educational process for youth and a venue for continuing education. As a 21<sup>st</sup> century library without walls, Lilly Library provides free and open access to a broad range of high-quality print materials, media, electronic resources, programs, and services. In support of this mission, Lilly Library maintains a welcoming and safe library environment in which members of our community can pursue their cultural, intellectual, and recreational information needs.

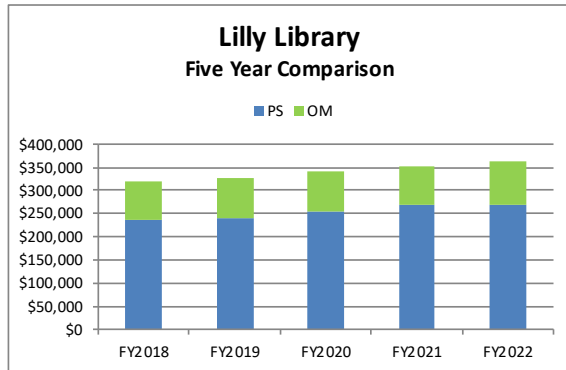
Lilly Library provides full library services six days per week, 52 weeks per year, including Sundays. For all of our patrons from the youngest child to the oldest adult, the library provides services that include: public computers for use in the library, circulation of fiction, nonfiction, magazines, DVDs, and CDs; ready reference services; reader's advisory; and interlibrary loan access to materials throughout the state. Throughout the year activities are held to celebrate reading. This includes: weekly programming for children and young adults during the school year, and, seasonal programs for adults. Annually, the library offers a *Summer Reading Program* for children and young adults. Programs are made possible through the support of the *City of Northampton*, the *Friends of Lilly Library*, the *Florence Savings Bank Customers' Choice Community Grants*, and *gifts and memorials* provided by library supporters.

### FY2021 Highlights

Lilly Library's year was dramatically affected by the pandemic. We had been on trend to have more visitors and check out more books than ever before. The library struggled to provide what services we could via curbside early in the pandemic. Lilly reopened its doors in October for limited in person browsing. Since then, we've expanded the time and number of visitors allowed in the building and will continue to do so as conditions permit. Lilly was one of very few libraries open during the darkest days of the pandemic, and we thank our staff and patrons for making that possible. Visit our website for more information: <http://www.lillylibrary.org>.

### FY2022 Budget Information

The FY2022 budget reflects financial needs for providing staffing, services, building operations, and grounds maintenance for Lilly Library. Rising costs, including increased spending on library materials and programs, combined with the rising minimum wage, and reduced available rates through the participation in contract negotiations with the city, bring the Total FY2019 City Budget for Lilly Library to \$361,980, a 3% increase.



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	234,788	241,271	254,788	269,630	270,581	951
OM	83,518	86,585	86,413	81,807	91,400	9,593
Total	318,306	327,856	341,201	351,437	361,981	10,544

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY20-FY21
NR	6.88	6.78	6.78	6.94	7.19	0.25
	6.88	6.78	6.78	6.94	7.19	0.25

## 611 - LILLY

						Funding Sources		
Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	General Fund	Other	Source
Library Director	Adam Novitt		35.00	1.00	59,730	59,730		
Library Assistant II	Anne Heston		30.00	0.86	29,036	29,036		
Assistant Director	Charlotte Carver		26.25	0.75	29,503	29,503		
Children's Librarian	Kimberly Evans-Perez		27.50	0.79	26,895	26,895		
Library Assistant II	Mara Toone		18.00	0.51	14,728	14,728		
Admin Inter	Vacancy		22.00	0.64	17,206	17,206		
Library Assistant III	Vacancy		15.25	0.44	11,331	11,331		
Library Assistant III	Weekenders		16.00	0.46	11,262	11,262		
Library Assistant III	Jennifer Lewis		8.00	0.23	5,631	5,631		
Library Assistant III	Kelly Daniels Baker		10.50	0.30	9,252	9,252		
Custodian	Charles		12.00	0.34	8,447	8,447		
Library Assistant III	Alexandra Brown		9.50	0.27	6,878	6,878		
Shelver	Michele Morales Wolk		21.00	0.60	14,782	14,782		
Online programmer	Vacancy				5,000	0	5,000	
Longevity					2,700	2,700		
Coverage Vacation/Sick					7,000	7,000		
Stipends - Work Study					2,000	2,000		
Mandated Change					1,400	1,400		
Medicare/Soc Security					10,800	10,800		
Workers Compensation/Unemployment					2,000	2,000		
<b>Total Personnel Services</b>			<b>251.00</b>	<b>7.19</b>	<b>\$275,581</b>	<b>270,581</b>	<b>5,000</b>	
<b>Building Operations</b>								
Energy					25,000	25,000		
Other Utilities					4,500	4,500		
Repairs and Maintenance					24,000	12,000	12,000	Library Funds
<b>Library Operations</b>								
Professional development					4,000		4,000	Library Funds
Insurance					10,000	10,000		
Technology					12,000	12,000		
Library Expenses					10,000		10,000	Library Funds
<b>Patron Services</b>								
Circulating materials					55,057	27,900	27,157	Library Funds
Programs					10,390		10,390	Library Funds
<b>Total Operations and Maintenance:</b>					<b>154,947</b>	<b>91,400</b>	<b>63,547</b>	
<b>611 - LILLY LIBRARY</b>						<b>361,981</b>	<b>68,547</b>	
				<b>7.19</b>	<b>430,528</b>			

## **Parks & Recreation Department**

Ann-Marie Moggio, Director  
100A Bridge Rd., Florence, MA 01062  
(413) 587-1040  
[amoggio@northamptonma.gov](mailto:amoggio@northamptonma.gov)

### **Department Responsibilities**

The mission of the Parks & Recreation department is to promote the general well-being of the individual and the community by providing a wide range of high quality and healthy recreational opportunities to meet the leisure needs and interests of citizens of all ages from Northampton and the surrounding area. Parks & Recreation presents programs that are relevant and promote a spirit of cooperation, build self-esteem, encourage healthy competition, and develop lifelong recreation pursuits among participants. Parks & Recreation manages usage of city parks and fields and pursues grant opportunities and funding to oversee improvements and renovations. Maintenance work is collaborated with the DPW Parks, Recreation & Cemetery division as well as Central Services.

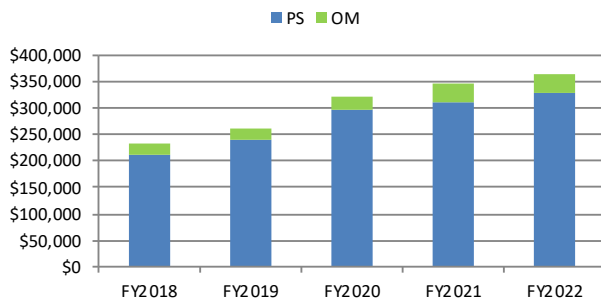
### **FY2021 Highlights**

- COVID-19 presented a huge challenge for us and our ability to run many of our traditional programs. Beginning late March 2020, the virus had so many unknowns that all programming was paused. The Aquatic & Family Center at JFK with the community pool and gym, was closed. Masks, physical distancing, smaller numbers of participants, as well as the prohibition to share equipment and supplies severely limited what we could offer. As more was learned, and state and local health regulations rolled out, our staff pivoted and stepped up to the challenge.
- Due to the school facilities being off limits to Parks & Recreation programs, summer camps (use of indoor facilities is required) as well as pool and Aquatic & Family Center programs were cancelled.
- Staff successfully worked very closely with the Health Department to modify and offer recreational opportunities. We also worked hand in hand with private leagues who utilize city fields so they could play while incorporating and keeping up with COVID regulations.
- Musante Beach was open for the summer with a new reservation process and spacing of “spots.”
- Creativity prevailed, which resulted in some new program offerings, as well as traditional ones moving outdoors through October so they were safer to run.
  - New programs included adult and youth kickball, observing the night sky, wiffle ball, outdoor recess, bracelet making, strength training, babysitting, and gym warrior.
  - Virtual online programs were offered for the first time, starting with a city wide 50K exercise challenge, and things such as Veterinarian School.
  - Various city trails and bikeways were promoted as a safe means of exercise.
  - City wide Halloween and holiday home decorating contests and maps were a huge hit.
- Programs were moved to and held outdoors including knitting, Zumba and yoga.
- In coordination with the Community Garden volunteer committee, we were able to open and operate close to 400 plots.
- Worked with DPW Parks to add elements to Florence Recreation Fields such as safety netting and scoreboards. Also worked to keep parks and fields up to current COVID regulations.
- Worked with Central Services and DPW for upgrade of Safety Village buildings.

### **FY2022 Budget Information**

As we reflect on the most challenging year in memory, staff is ready and will continue to work with the Health Department to create new programs and events and pursue grants and sponsorships, as well as, continue to pursue new collaborations while managing current ones.

## Parks and Recreation Department Five Year Comparison



### General Fund Operating Budget

	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	213,442	240,571	296,013	311,681	327,233	15,552
OM	18,000	19,875	27,417	33,500	39,000	5,500
Total	231,442	260,446	323,430	345,181	366,233	21,052

### FTE's by Unit

Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	4.63	4.50	4.50	4.50	4.50	0.00
AFSCME	2.00	2.00	2.00	2.00	2.00	0.00
	6.63	6.50	6.50	6.50	6.50	0.00

## 630 - PARKS AND RECREATION

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Director	Ann-Marie Moggio	NAPEA	35.00	1.00	88,120	88,120		
Assistant Director	Shelby Michna	NAPEA	35.00	1.00	67,355	67,355		
Department Assistant	Jackie Lienert	AFSCME	35.00	1.00	48,432	48,432		
Recreation Supervisor	John Knowles	NAPEA	35.00	1.00	50,255	27,255	23,000	Rec Rev Funds
Recreation Supervisor	Rebecca Learnard	NAPEA	35.00	1.00	50,255	50,255		
Recreation Supervisor	James Miller	NAPEA	20.00	0.50	28,800	8,354	20,446	Rec Rev Funds
Principal Clerk	Sandra Gross	AFSCME	35.00	1.00	39,862	26,862	13,000	Rec Rev Funds
Salaries Operations Staff					5,000	5,000		
Phone Allowance					1,800	1,800		
Longevity					3,800	3,800		
<b>Total Personnel Services</b>				<b>6.50</b>	<b>383,679</b>	<b>327,233</b>	<b>56,446</b>	
R & M Vehicles					2,000	2,000		
R & M Computer Equipment					11,500	11,500		
Contractual Services - Sani Can's for Recreation Facilities					7,000	7,000		
Advertising					6,000	6,000		
Gasoline/Diesel					1,000	1,000		
Recreational Supplies					6,500	6,500		
Travel					1,000	1,000		
Conference/Registrations					3,000	3,000		
Dues & Memberships					1,000	1,000		
<b>Total Operations and Maintenance:</b>					<b>39,000</b>	<b>39,000</b>	<b>-</b>	
<b>630- RECREATION</b>					<b>422,679</b>	<b>366,233</b>	<b>56,446</b>	

## **Arts & Culture Department**

Brian Foote, Director  
240 Main Street #1  
Northampton, MA 01060  
(413) 587-1069  
[arts@northamptonma.gov](mailto:arts@northamptonma.gov)

### **Department Responsibilities:**

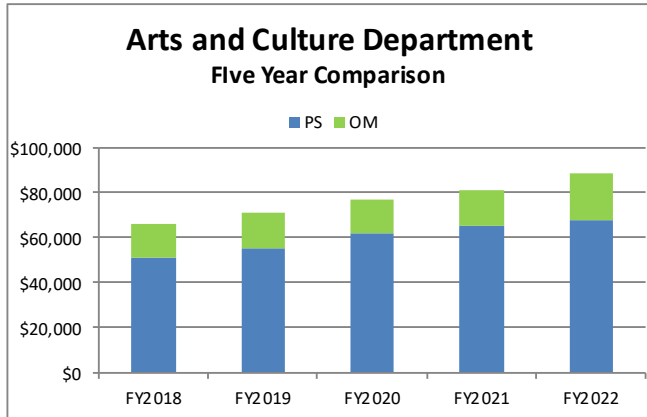
The Arts and Culture Department works to fund, promote, and present high-quality, community-based arts programming for the benefit of artists, residents, and visitors to the City of Northampton. The department works with the Arts Council to perform tasks assigned to local cultural councils under MGL c.10, § 58, or successor statutes. The department coordinates the Paradise City Cultural District under MGL c.10 § 58A. The department serves as the city's liaison to local, regional, and statewide arts and culture organizations.

### **FY2021 Arts Council Highlights:**

The Arts Council awarded \$40,000 of locally raised funds in May 2021 for COVID-19 Artist Relief Fund to 120 local artists; awarded \$20,105 of LCC Funds to 35 recipients in February of 2021; raised \$5,715 to purchase and donate protective masks for Cooley Dickinson Hospital; raised and donated \$9,500 to Parent Teacher Organizations of the Northampton Public Schools earmarked for arts enrichment activities in the schools; virtually presented the Summer Park Series, Transperformance, First Night Northampton, Silver Chord Bowl, Dinner and a Show with Lisa and Henning, KidsBestFest, SCDT Screen Dance Festival, and The Best of Four Sundays; maintained the Paradise City Cultural District Online event calendar, Northampton Arts Council website, and the First Night Northampton website and their corresponding social media platforms including Facebook, Instagram, and Twitter, as well as our extensive email list; provided grant application support and advice to local artists, arts organizations, and community members; planned and administered board meetings for the Northampton Arts Council board; and coordinated and administered all activities with the Massachusetts Cultural Council including budgeting, advocacy requirements, and marketing requirements.

### **FY2022 Budget Information:**

The department plans to keep the legacy of past activities intact while also looking to create and sustain new events, programs, grants, and collaborations within our city. Events that we have planned are the third annual Northampton Public Arts Festival, the Summer Park Series, The Northampton Youth Poet Laureate Announcement, TransPerformance 31, Skate Video Festival, Western Mass Visual and Poetry Arts Biennial, First Night Northampton, and Four Sundays in February series which includes the Silver Chord Bowl and KidsBestFest. We will continue to collaborate with Cinema Northampton, the Downtown Northampton Association, the Massachusetts Cultural Council, MASS Creative, Northampton Community Arts Trust, Forbes Library, Northampton Open Media, the Northampton Center for the Arts, the Academy of Music, A.P.E. Gallery, Community Music Center, the Northampton Jazz Festival, Friends of Northampton Trails, and many other local artists and arts organizations.



General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	50,795	55,294	62,223	65,173	67,785	2,612
OM	15,250	16,000	14,750	16,250	21,250	5,000
Total	66,045	71,294	76,973	81,423	89,035	7,612

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NR	2.00	2.00	2.50	2.50	2.50	0.00
	2.00	2.00	2.00	2.50	2.50	0.00

## 699 - ARTS AND CULTURE

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget
Director	Brian Foote	NR	35.00	1.00	67,045
Arts Administrator	Steve Sanderson	NR	35.00	1.00	55,644
Production Assistant	Peter McQuillan	NR	20.00	0.50	22,224
Phone Allowance					540
Longevity					200
<b>Total Personnel Services</b>				<b>2.50</b>	<b>145,653</b>
Arts Night Out					500
First Night Expenses					5,000
First Night Fireworks					5,750
Community Arts Programming					10,000
<b>Total Operations and Maintenance:</b>					<b>21,250</b>

Funding Sources		
General Fund	Other	Source
67,045		
-	55,644	Northampton Arts, Inc.
-	22,224	Northampton Arts, Inc.
540		
200	-	
<b>67,785</b>	<b>77,868</b>	
500		
5,000		
5,750		
10,000		
<b>21,250</b>	<b>-</b>	

**699 - ARTS COUNCIL** **2.50** **166,903**

**89,035** **77,868**

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## **Department of Public Works**

Donna LaScaleia, Director

125 Locust Street, Northampton, MA 01060

(413) 587-1570

[dpwinfo@northamptonma.gov](mailto:dpwinfo@northamptonma.gov)

### Department Responsibilities

The Department of Public Works (DPW) General Fund Divisions maintain and improve 150+ miles of paved streets and unpaved (gravel) public ways, 85+ miles of sidewalks, 10,000+ public shade trees, 245+ acres of athletic fields, recreational parks, facilities, street parks and cemetery grounds, 11+ miles of bicycle paths and bicycle path greenspaces, 38 bridges, Musante Beach, the Connecticut River Greenway, operations of four cemeteries, and more than 150 vehicles and pieces of specialized construction equipment. Also within the General Fund, the DPW provides rapid response for snow and ice events and other inclement weather conditions. Other areas of ongoing maintenance include road safety signage, traffic signals, and all pavement and pedestrian crosswalk markings.

Through the Enterprise Funds, the DPW manages operations and maintains and upgrades assets in the Water, Sewer, Stormwater/Flood Control and Solid Waste Divisions. This includes maintenance, oversight and long-term capital planning for facilities in excess of: 120 miles of stormwater drain pipes, 4,000 catch basins and intakes, 5,000 sewer and drain manhole structures, 350 outfalls, 150 culverts, 6 miles of drainage channels and ditches, 150 miles of water mains, 5,000 water valves, 1,400 hydrants, 110 miles of sanitary sewer pipes and 3,900 acres of watershed land surrounding the city's drinking water reservoirs. In addition, the DPW operates and maintains a flood control pump station, two levee systems, a water treatment plant, five dams, three active surface water reservoirs, two active wells, two water pump stations, a wastewater treatment plant, seven sewer pump stations, two transfer stations, and a capped landfill. DPW also oversees third party operation of a landfill gas to energy facility and 3.17 megawatt photovoltaic solar array.

### FY2021 Highlights

In FY2021, many improvements were made to the city's infrastructure. These improvements included the following:

- Paving and drainage work on a portion of North Maple Street and on North Farms Road from North Maple Street to the Williamsburg Town line.
- Electrical and process upgrades to the Wastewater Treatment Plant, part of a multi-year \$11,000,000 reconstruction project.
- Completion of Damon Road right-of-way acquisition in preparation for roadway reconstruction.

Design for future improvements was undertaken for the following projects:

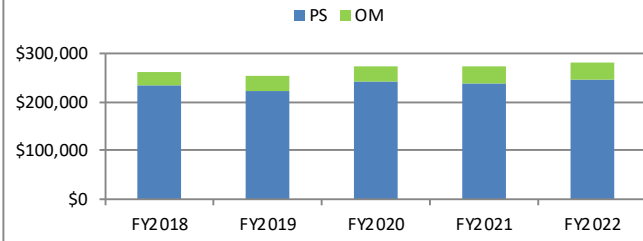
- Improvements to the levee toe drain system.
- Damon Road water and sewer line replacement as part of MassDOT roadway reconstruction.
- Paving and utility work on several city roadways, including Atwood Drive, Pine Street and Meadow Street.
- Improvements to electrical and fuel storage infrastructure at the Flood Control Station on Hockanum Road.
- Improvements to Ryan and West Whately reservoirs.
- Waterline and sewer line reconstruction for the Masonic Street Parking Lot.

### FY2022 Budget Information

The FY2022 budget will continue to provide important funding for planned improvements to city infrastructure, most notably, continued extensive paving efforts and a substantial project to upgrade the Wastewater Treatment Plant.



### DPW Administration and Engineering Division Five Year Comparison

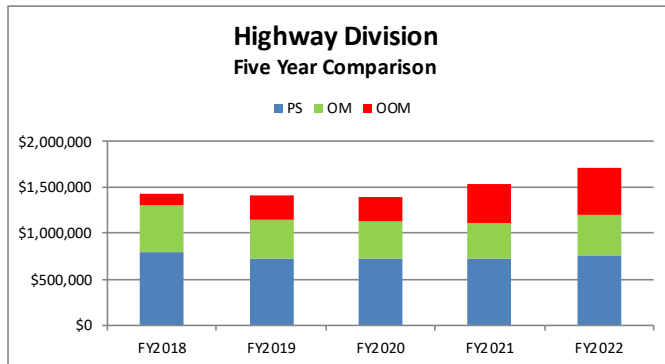


General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	233,863	223,095	242,012	238,033	245,357	7,324
OM	29,112	32,329	31,014	34,800	37,750	2,950
Total	262,975	255,424	273,025	272,833	283,107	10,274

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	2.55	2.37	2.37	2.40	2.40	0.00
AFSCME	0.75	0.50	0.50	0.23	0.23	0.00
NR	0.30	0.30	0.30	0.30	0.30	0.00
	3.60	3.17	3.17	2.93	2.93	0.00

#### 421 - DPW ADMINISTRATION AND ENGINEERING

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Director	Donna LaScaleia	NR	12.00	0.30	40,031	40,031		
Administration Manager	Cynthia Quinn	NAPEA	8.00	0.20	13,609	13,609		
Financial Administrator	Vacancy	NAPEA	10.00	0.25	19,255	19,255		
Principal Clerk	Ann Furciniti	AFSCME	4.00	0.10	5,028	5,028		
Principal Clerk	Linda Landers Schranz	AFSCME	5.00	0.13	5,028	5,028		
Civil Engineer	Kristine Baker	NAPEA	6.00	0.15	12,132	12,132		
Civil Engineer	Maggie Chan	NAPEA	40.00	1.00	68,003	68,003		
Civil Engineer	Felix Harvey	NAPEA	10.00	0.25	20,219	20,219		
GIS Coordinator	Karyn Nelson	NAPEA	6.00	0.15	11,264	11,264		
Senior Civil Engineer	Gregory Newman	NAPEA	12.00	0.30	26,005	26,005		
City Engineer	David Veleta	NAPEA	4.00	0.10	10,323	10,323		
Overtime					3,300	3,300		
Longevity					6,000	6,000		
Boot Allowance					2,100	2,100		
Phone Allowance					3,060	3,060		
<b>Total Personnel Services:</b>				<b>2.93</b>	<b>245,357</b>	<b>245,357</b>		
Electricity					6,500	6,500		
R & M Buildings					4,000	4,000		
Communication Lines					5,000	5,000		
R & L Copiers					3,000	3,000		
R & L Uniforms					100	100		
Professional Technical					1,500	1,500		
Training and Seminars					2,000	2,000		
Medical/Testing Services					100	100		
Office Supplies - General					4,500	4,500		
R & M Supplies - Equipment					1,500	1,500		
R & M Supplies - Custodial					2,500	2,500		
Vehicular Supplies					1,500	1,500		
Gas/Diesel					500	500		
Safety Supplies					1,700	1,700		
Uniform Allowance					350	350		
Dues and Memberships					1,500	1,500		
License Reimbursement					500	500		
Computer Equipment					1,000	1,000		
<b>Total Operations and Maintenance:</b>					<b>37,750</b>	<b>37,750</b>		
<b>421 - DPW ADMINISTRATION AND ENGINEERING</b>				<b>2.93</b>	<b>283,107</b>	<b>283,107</b>		-



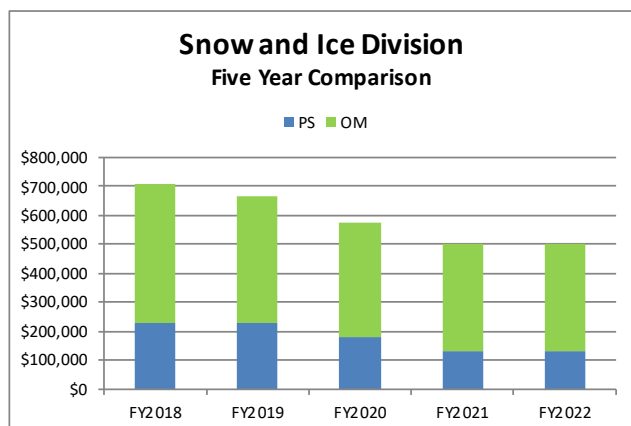
General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	791,266	716,865	729,791	724,987	754,107	29,120
OM	511,103	427,064	391,906	383,400	445,150	61,750
OOM	119,517	264,731	277,781	420,000	510,000	90,000
Total	1,421,886	1,408,660	1,399,478	1,528,387	1,709,257	180,870

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	0.60	0.60	0.60	0.60	0.60	0.00
NAME	16.00	18.00	15.00	13.00	13.00	0.00
AFSCME	1.00	1.00	0.00	0.00	0.00	0.00
NR	-	-	-	-	-	0.00
	17.60	19.60	15.60	13.60	13.60	0.00

## 422 - HIGHWAYS

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Superintendent	Michael Antosz	NAPEA	24.00	0.60	54,735	54,735		
General Foreman	Jose Diaz	NAME	40.00	1.00	57,434	57,434		
Foreman	Edward Dupre Jr	NAME	40.00	1.00	57,611	57,611		
Equipment Operator	Mark Scheel	NAME	40.00	1.00	55,351	55,351		
Equipment Operator	Gregory Pinsonneault	NAME	40.00	1.00	49,058	49,058		
Equipment Operator	Jairo Ruiz	NAME	40.00	1.00	41,258	41,258		
Equipment Operator	Vacancy	NAME	40.00	1.00	39,286	39,286		
Equipment Operator	Alan Gulbine	NAME	40.00	1.00	39,286	39,286		
Equipment Operator	Dean Downer	NAME	40.00	1.00	47,861	47,861		
Truck Driver/Laborer	Forrest Huntley	NAME	40.00	1.00	36,605	36,605		
Truck Driver/Laborer	Vacancy	NAME	40.00	1.00	36,605	36,605		
General Foreman/MER	Edward Dupre Sr	NAME	24.00	0.60	38,036	38,036		
Foreman/MER	Steven Kirouac	NAME	24.00	0.60	34,567	34,567		
Motor Equipment Repair	Jonathan Sullivan	NAME	24.00	0.60	27,254	27,254		
Motor Equipment Repair	Jeffrey Guerra	NAME	24.00	0.60	29,355	29,355		
Motor Equipment Repair	Angel Bou	NAME	24.00	0.60	31,615	31,615		
Overtime					30,000	30,000		
Longevity					7,200	7,200		
License Incentive					14,040	14,040		
Standby Pay					16,900	16,900		
Cell Phone					1,500	1,500		
Uniform (Boots)					5,550	5,550		
Working Out of Grade					3,000	3,000		
<b>Total Personnel Services:</b>				<b>13.60</b>	<b>754,107</b>	<b>754,107</b>		
Electricity					15,000	15,000		
Street and Signal Lights					1,000	1,000		
Natural Gas					13,000	13,000		
R & M Buildings					20,000	20,000		
R & M Vehicles					22,000	22,000		
Communication Lines					5,000	5,000		
R&L Copiers					2,400	2,400		
R & L Uniforms					10,000	10,000		
Trash Removal					3,000	3,000		
Security Services					4,000	4,000		
Training and Seminars					2,000	2,000		
Medical/Testing Services					1,500	1,500		
Office Supplies - General					2,500	2,500		
R & M Supplies - Tools					15,000	15,000		
R & M Supplies - Equipment					40,000	40,000		
R&M Supplies - Custodial					5,000	5,000		
Loam, Grass Seed, Lime					1,500	1,500		
Vehicular Supplies					135,000	135,000		
Gasoline/Diesel					95,000	95,000		
Safety Supplies					10,000	10,000		
Streets and Sidewalks					37,000	37,000		
Uniforms					3,000	3,000		
Dues and Memberships					250	250		
License Certification					2,000	2,000		
<b>Total Operations and Maintenance:</b>					<b>445,150</b>	<b>445,150</b>		

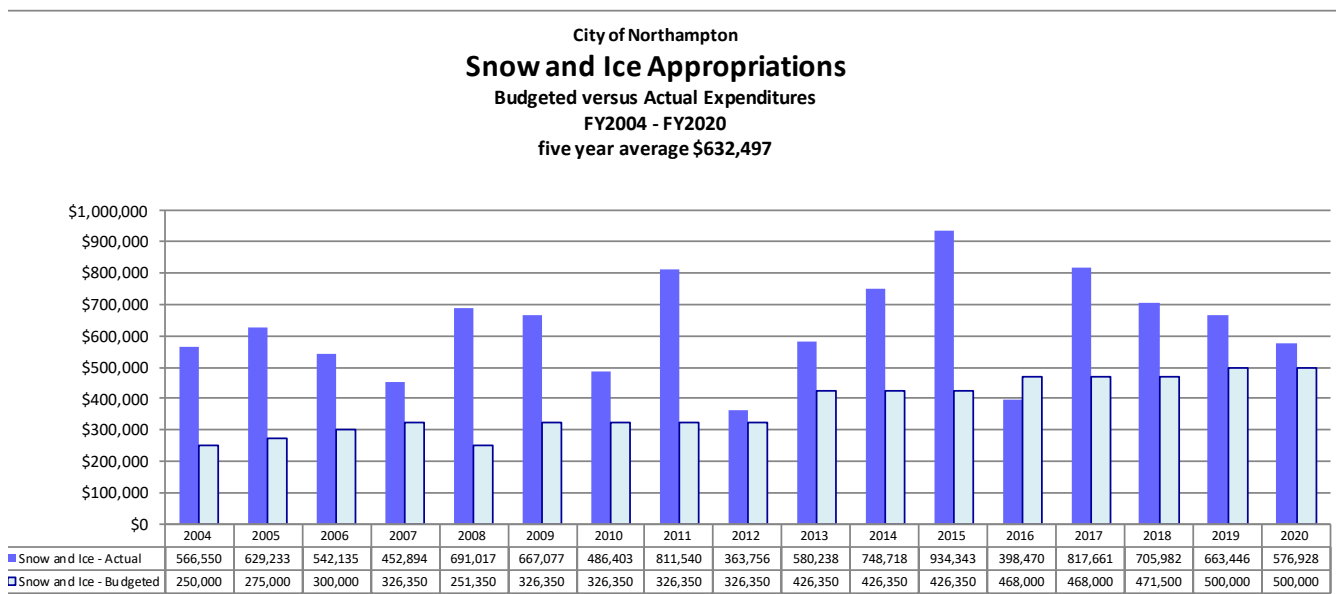
Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	General Fund	Other	Source
Architecture and Engineering					20,000	20,000		
Street Paving and Marking					100,000	100,000		
Signal Maintenance					50,000	50,000		
Road Improvements					250,000	250,000		
Street Sweepings Disposal					60,000	60,000		
Vehicular Supplies					30,000	30,000		
<b>Total Capital:</b>					<b>510,000</b>	<b>510,000</b>		
<b>422 - HIGHWAYS</b>					<b>13.60</b>	<b>1,709,257</b>		



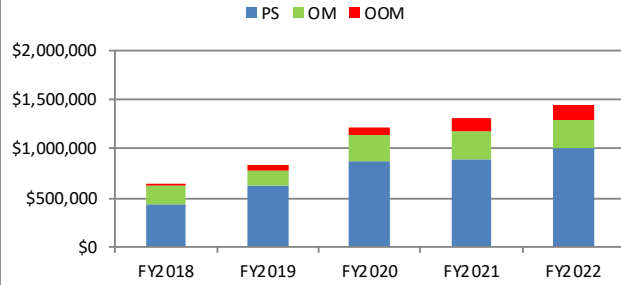
General Fund Operating Budget					
	Actual FY2018	Actual FY2019	Budget FY2020	Budget FY2021	Budget FY2022
PS	227,814	230,867	177,398	131,000	131,000
OM	478,167	432,579	399,531	369,000	369,000
Total	705,982	663,446	576,928	500,000	500,000

#### 423 - SNOW AND ICE

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Overtime					130,000	130,000		
Working Out of Grade					1,000	1,000		
<b>Total Personnel Services:</b>					<b>131,000</b>	<b>131,000</b>		
R & M Vehicles					25,000	25,000		
Snow Removal					30,000	30,000		
Vehicular Supplies					168,650	168,650		
Gasoline/Diesel					10,350	10,350		
Snow Removal Supplies					131,500	131,500		
Food - Emergency Events					3,500	3,500		
<b>Total Operations and Maintenance:</b>					<b>369,000</b>	<b>369,000</b>		
<b>423 - SNOW AND ICE</b>				-	<b>500,000</b>	<b>500,000</b>		



## Forestry, Parks and Cemeteries Division Five Year Comparison



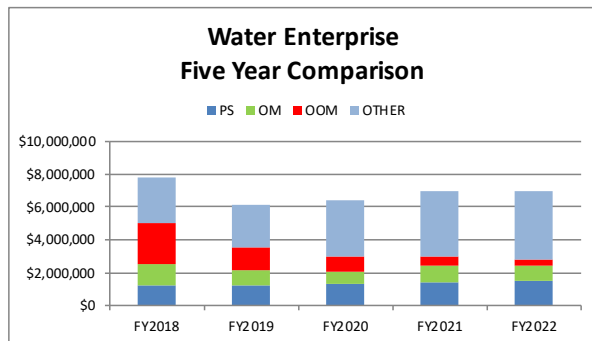
General Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	440,001	622,269	875,021	897,348	1,006,070	108,722
OM	177,499	162,222	272,752	272,450	293,750	21,300
OOM	3,375	48,180	65,867	150,000	150,000	-
Total	620,874	832,671	1,213,640	1,319,798	1,449,820	130,022

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	0	0	1.00	1.00	1.00	0.00
NAME	10.00	10.00	15.00	13.00	15.00	2.00
	10.00	10.00	16.00	14.00	16.00	2.00

### 492 - FORESTRY, PARKS AND CEMETERIES

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						General Fund	Other	Source
Superintendent	Richard Parasiliti	NAPEA	40.00	1.00	98,248	98,248		
General Foreman	William Sullivan	NAME	40.00	1.00	68,274	68,274		
Foreman	Lawrence Pelott	NAME	40.00	1.00	59,051	59,051		
Foreman	Jason Antosz	NAME	40.00	1.00	59,051	59,051		
Equipment Operator	David Bolly	NAME	40.00	1.00	41,258	41,258		
Equipment Operator	Jason LaFosse	NAME	40.00	1.00	50,277	50,277		
Equipment Operator	Rafael Calderon	NAME	40.00	1.00	40,261	40,261		
Truck Driver/Laborer	Vacancy	NAME	40.00	1.00	36,605	36,605		
Truck Driver/Laborer	Abigail Phelps	NAME	40.00	1.00	35,716	35,716		
Truck Driver/Laborer	Vacancy (Restored)	NAME	40.00	1.00	36,605	36,605		
Truck Driver/Laborer	Vacancy (Restored)	NAME	40.00	1.00	36,605	36,605		
Truck Driver/Laborer	Brooke Regnier	NAME	40.00	1.00	36,605	36,605		
General Foreman/Forestry	Daniel LaFountain	NAME	40.00	1.00	57,434	57,434		
Foreman/Forestry	Antoni Sakowicz	NAME	40.00	1.00	56,215	56,215		
Equipment Operator	Jonathan Church	NAME	40.00	1.00	50,277	50,277		
Equipment Operator	Ian Carver	NAME	40.00	1.00	41,258	41,258		
Temporary Seasonal Employees		NR			94,640	94,640		
Overtime					44,000	44,000		
Overtime Tree Warden					20,000	20,000		
Tree Warden Stipend					5,000	5,000		
License Incentive					7,800	7,800		
Longevity					5,700	5,700		
Standby Pay					16,900	16,900		
Phone Allowance					1,740	1,740		
Uniform (Boots)					5,550	5,550		
Working Out of Grade					1,000	1,000		
<b>Total Personnel Services:</b>				<b>16.00</b>	<b>1,006,070</b>	<b>1,006,070</b>		
Electricity					4,750	4,750		
Natural Gas					7,500	7,500		
R & M Buildings					10,000	10,000		
R & M Vehicles					15,000	15,000		
Communication Lines					5,000	5,000		
R & L Copiers					2,000	2,000		
R & L Uniforms					10,000	10,000		
Trash Removal					3,000	3,000		
Security Services					6,000	6,000		
Professional Technical					9,000	9,000		
Training and Seminars					2,000	2,000		

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	General Fund	Other	Source
Medical/Testing Services					1,500	1,500		
Printing					4,000	4,000		
Advertising					1,500	1,500		
Office Supplies - General					2,500	2,500		
R & M Supplies - Tools					9,000	9,000		
R & M Supplies - Equipment					50,000	50,000		
Custodial Supplies					2,500	2,500		
Fertilizers					37,000	37,000		
Loam, Grass Seed, Lime					30,000	30,000		
Trees and Shrubs					3,000	3,000		
Vehicular Supplies					35,000	35,000		
Gasoline/Diesel					30,000	30,000		
Safety Supplies					8,000	8,000		
Uniforms					2,500	2,500		
Dues and Memberships					1,000	1,000		
Computer Equipment					1,000	1,000		
License Certification					1,000	1,000		
<b>Total Operations and Maintenance:</b>					<b>293,750</b>	<b>293,750</b>		
Site Improvements					50,000	50,000		
Tree Removal					75,000	75,000		
Grounds Equipment					25,000	25,000		
<b>Total Other than Ordinary Maintenance</b>					<b>150,000</b>	<b>150,000</b>		
<b>492 - PARKS AND CEMETERIES</b>					<b>16.00</b>	<b>1,449,820</b>	<b>1,449,820</b>	



Water Enterprise Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	1,237,466.36	1,223,264	1,284,017	1,412,866	1,462,087	49,221
OM	1,265,968.46	917,400	743,743	1,031,700	953,700	(78,000)
OOM	2,555,163.24	1,440,944	968,099	505,000	410,000	(95,000)
OTHER	2,714,960.42	2,578,983	3,411,009	3,995,434	4,119,213	123,779
Total	7,773,558.48	6,160,592	6,406,867	6,945,000	6,945,000	0

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	7.56	7.73	6.03	5.98	5.98	0.00
NAME	15.75	16.25	14.75	13.75	13.75	0.00
AFSCME	1.90	2.20	2.20	1.90	1.90	0.00
NR	0.90	0.90	0.80	0.80	0.80	0.00
	26.11	27.08	23.78	22.43	22.43	0.00

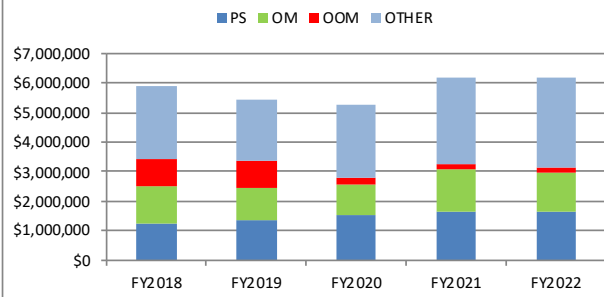
## WATER ENTERPRISE - WATER TREATMENT AND OPERATIONS

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						Enterprise Fund	Other	Source
Superintendent	David Sparks	NAPEA	40.00	1.00	103,234	103,234		
General Foreman	John Bean	NAME	40.00	1.00	64,989	64,989		
X Connection Coordinator	Matthew Pelott	NAPEA	40.00	1.00	56,215	56,215		
Foreman	Matthew Campbell	NAME	40.00	1.00	52,204	52,204		
Equipment Operator/Meter Reader	Juan Maysonet	NAME	40.00	1.00	55,351	55,351		
Equipment Operator	Joshua LaPointe	NAME	40.00	1.00	40,261	40,261		
Equipment Operator	Vacancy	NAME	40.00	1.00	40,261	40,261		
Truck Driver/Laborer	Brian Duffy	NAME	40.00	1.00	37,514	37,514		
Truck Driver/Laborer	Vacancy	NAME	40.00	1.00	36,605	36,605		
Truck Driver/Laborer	Matthew Clark	NAME	40.00	1.00	36,605	36,605		
Chief WTP Operator	Keith Snape	NAPEA	40.00	1.00	72,944	72,944		
Water Treatment Operator	Curtley Johnson	NAME	40.00	1.00	56,038	56,038		
Water Treatment Operator	Ian Henderson	NAME	40.00	1.00	57,434	57,434		
Water Treatment Operator	Sandeep Singh	NAME	40.00	1.00	57,434	57,434		
Water Treatment Operator	Brian Zimmerman	NAME	40.00	1.00	57,434	57,434		
WTP Maintenance Tech	Zachary Sniadach	NAME	40.00	1.00	40,261	40,261		
Reservoir Ranger	Richard Costello	NR	20.00	0.50	22,845	22,845		
Principal Account Clerk	Ann Furciniti	AFSCME	18.00	0.45	22,624	22,624		
Principal Account Clerk	Beth Kaplowitt	AFSCME	20.00	0.50	25,138	25,138		
Principal Account Clerk	Linda Landers-Schranz	AFSCME	18.00	0.45	22,624	22,624		
Director	Donna LaScaleia	NR	12.00	0.30	40,031	40,031		
Administration Manager	Cyndi Quinn	NAPEA	10.00	0.25	17,012	17,012		
Principal Account Clerk	Mary Richi	AFSCME	20.00	0.50	25,138	25,138		
Financial Administrator	Vacancy	NAPEA	10.00	0.25	19,255	19,255		
Civil Engineer	Kris Baker	NAPEA	10.00	0.25	20,219	20,219		
Civil Engineer	Felix Harvey	NAPEA	10.00	0.25	20,219	20,219		
GIS Coordinator	Karyn Nelson	NAPEA	10.00	0.25	18,773	18,773		
Senior Civil Engineer	Gregory Newman	NAPEA	4.00	0.10	8,668	8,668		
Civil Engineer	Dawn Nims	NAPEA	13.20	0.33	21,893	21,893		
Senior Environmental Scientist	Johanna Stacy	NAPEA	40.00	1.00	66,385	66,385		
City Engineer	David Veleta	NAPEA	12.00	0.30	30,970	30,970		
General Foreman	Ed Dupre, Sr.	NAME	6.00	0.15	9,509	9,509		
Foreman	Steven Kirouac	NAME	6.00	0.15	8,642	8,642		
Motor Equipment Repair	Jonathan Sullivan	NAME	6.00	0.15	6,814	6,814		
Motor Equipment Repair	Jeffrey Guerra	NAME	6.00	0.15	7,339	7,339		
Motor Equipment Repair	Angel Bou	NAME	6.00	0.15	7,904	7,904		
City Electrician	James Mailloux	NAPEA			7,572	7,572		
City HVAC	Viachaslau Kurdun	NR			5,681	5,681		
Technical/Professional					11,944	11,944		
Overtime					85,000	85,000		
Longevity					2,450	2,450		
Week Adjustment					33,800	33,800		
License Certification					20,904	20,904		
Out of Grade					1,000	1,000		
Cell Phone					1,500	1,500		
Uniform Allowance					5,450	5,450		
<b>Total Personnel Services:</b>				<b>22.43</b>	<b>1,462,087</b>	<b>1,462,087</b>		
Electricity					150,000	150,000		
Natural Gas					9,000	9,000		
Propane Gas					75,000	75,000		
Stormwater Services					5,000	5,000		
Repairs and Maintenance					25,000	25,000		
R & M Vehicles					10,000	10,000		
Communication Lines					30,000	30,000		
R & M HVAC Equipment					25,000	25,000		
R & M Water/Sewer Treatment Equipment					42,000	42,000		
R & L Copiers					4,300	4,300		
R & L Uniforms					8,500	8,500		
Security Services/Outside Detail					9,000	9,000		

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Enterprise Fund	Other	Source
Training & Seminars					15,000	15,000		
Medical/Testing Services					1,400	1,400		
Lab Sample Analysis					32,000	32,000		
Printing and Mailing					3,000	3,000		
Advertising					1,000	1,000		
Office Supplies					4,500	4,500		
R & M Supplies Tools					5,000	5,000		
R & M Supplies Equipment					40,000	40,000		
R & M Supplies Custodial					5,000	5,000		
Vehicular Supplies					25,000	25,000		
Gasoline and Diesel					25,000	25,000		
Safety Supplies					15,000	15,000		
Chemicals - Zinc Orthophosphate					35,000	35,000		
Chemicals- Aluminum Sulfate					22,000	22,000		
Chemicals- Cationic Polymer					20,000	20,000		
Chemicals - Sodium Carbonate					20,000	20,000		
Chemicals - Sodium Hypochlorite					20,000	20,000		
Water Division Supplies					100,000	100,000		
Lab Supplies					18,000	18,000		
Streets and Sidewalks Supplies					15,000	15,000		
Boot Allowance					4,000	4,000		
Other State Assessments					12,000	12,000		
Dues and Memberships					1,500	1,500		
Real Estate Taxes					100,000	100,000		
License Certification					6,500	6,500		
Computer Equipment					15,000	15,000		
Total Operations and Maintenance:					953,700	953,700		
Architecture and Engineering					200,000	200,000		
Vehicle Replacement					150,000	150,000		
Replace Control and Measuring Equipment					30,000	30,000		
Meter Replacement					30,000	30,000		
Total Other than Ordinary Maintenance:					410,000	410,000		
WATER ENTERPRISE - WATER TREATMENT AND OPERATIONS					22.43	2,825,787	2,825,787	
WATER ENTERPRISE - OTHER								
						Funding Sources		
Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Enterprise Fund	Other	Source
Maturing Principal on Long Term Debt					1,714,414	1,714,414		
Repayment of Temporary Loans					-	-		
Interest on Long Term Debt					215,412	215,412		
Interest on Notes					-	-		
Indirect Charges to General Fund					614,707	614,707		
Transfer to Capital - Transmission Main					100,000	100,000		
Transfer to Capital - Water Line Replacement					1,474,680	1,474,680		
Total Other:					4,119,213	4,119,213		
WATER ENTERPRISE - OTHER					4,119,213	4,119,213		
TOTAL WATER ENTERPRISE					22.43	6,945,000	6,945,000	



### Sewer Enterprise Five Year Comparison



Sewer Enterprise Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	1,269,647	1,347,704	1,520,335	1,636,684	1,668,543	31,859
OM	1,259,876	1,102,718	1,035,729	1,427,300	1,282,400	(144,900)
OOM	878,350	925,331	262,051	205,000	205,100	100
OTHER	2,520,752	2,053,645	2,449,923	2,908,516	3,021,457	112,941
Total	5,928,624	5,429,398	5,268,039	6,177,500	6,177,500	0

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	4.42	4.37	4.37	5.22	5.22	0.00
NR	0.30	0.30	0.30	0.30	0.30	0.00
NAME	18.86	20.37	20.37	19.47	19.47	0.00
AFSCME	2.10	2.30	2.30	1.90	1.90	0.00
	25.68	27.34	27.34	26.89	26.89	0.00

### SEWER ENTERPRISE - SEWER OPERATIONS

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget
General Foreman	Brendan Shea	NAME	26.80	0.67	38,480
Foreman	Chester Brown	NAME	40.00	1.00	59,051
Equipment Operator/Camera Van	Zachary Torrey	NAME	30.00	0.75	34,068
Equipment Operator	Justin Allen	NAME	40.00	1.00	41,258
Equipment Operator	Eric Elliott	NAME	40.00	1.00	41,258
Equipment Operator	John Taillon	NAME	40.00	1.00	50,277
Equipment Operator	Scott Cadieux	NAME	40.00	1.00	40,261
Truck Driver/Laborer	Matthew Pervere	NAME	40.00	1.00	37,514
Truck Driver/Laborer	Vacancy	NAME	40.00	1.00	35,877
Civil Engineer	Kris Baker	NAPEA	10.00	0.25	20,219
Civil Engineer	Felix Harvey	NAPEA	20.00	0.50	40,438
Stormwater Manager	Douglas McDonald	NAPEA	8.00	0.20	13,277
GIS Coordinator	Karyn Nelson	NAPEA	12.00	0.30	22,528
Senior Civil Engineer	Gregory Newman	NAPEA	16.00	0.40	34,673
Civil Engineer	Dawn Nims	NAPEA	26.80	0.67	44,449
Superintendent	Michael Antosz	NAPEA	10.00	0.25	22,806
General Foreman	Ed Dupre, Sr.	NAME	6.00	0.15	9,509
Foreman	Steven Kirouac	NAME	10.00	0.25	14,403
Motor Equipment Repair	Jonathan Sullivan	NAME	10.00	0.25	11,356
Motor Equipment Repair	Jeffrey Guerra	NAME	10.00	0.25	12,231
Motor Equipment Repair	Angel Bou	NAME	10.00	0.25	13,173
Overtime					17,000
Longevity					2,400
Weekend Adjustment					16,900
License Certification					4,160
Working Out of Grade					1,500
Uniform Allowance					3,150
Phone Allowance					480
<b>Total Personnel Services:</b>				<b>12.14</b>	<b>682,696</b>

Funding Sources		
Enterprise Fund	Other	Source
38,480		
59,051		
34,068		
41,258		
41,258		
50,277		
40,261		
37,514		
35,877		
20,219		
40,438		
13,277		
22,528		
34,673		
44,449		
22,806		
9,509		
14,403		
11,356		
12,231		
13,173		
17,000		
2,400		
16,900		
4,160		
1,500		
3,150		
480		
<b>682,696</b>		

Stormwater Services	100
R & M Vehicles	5,000
Communication Lines	6,500
R & L Copiers	2,500
R & L Uniforms	5,500
Security Services/Outside Detail	10,000
Professional and Technical Services	2,500
Training and Seminars	2,500
Medical/Testing Services	1,500
DPW TV Inspections	10,000
Vapor Rooting	14,000
Office Supplies	1,500
R & M Supplies Tools	5,000
Loam, Grass Seed, Lime	1,500
Vehicular Supplies	30,000
Gasoline and Diesel	15,000
Safety Supplies	8,000

100
5,000
6,500
2,500
5,500
10,000
2,500
2,500
1,500
10,000
14,000
1,500
5,000
1,500
30,000
15,000
8,000

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Enterprise Fund		
							Other	Source
Sewer Division Supplies					38,000	38,000		
Grease Chemicals					13,000	13,000		
Manhole Rims and Covers					15,000	15,000		
Boot Allowance					2,700	2,700		
License Certifications					1,200	1,200		
Computer Equipment					5,000	5,000		
<b>Total Operations and Maintenance:</b>					<b>196,000</b>	<b>196,000</b>		
Equipment Replacement					25,000	25,000		
Vehicle Replacement					150,100	150,100		
<b>Total Other than Ordinary Maintenance:</b>					<b>175,100</b>	<b>175,100</b>		
<b>SEWER ENTERPRISE - SEWER OPERATIONS</b>					<b>12.14</b>	<b>1,053,796</b>	<b>1,053,796</b>	

#### SEWER ENTERPRISE - WASTEWATER TREATMENT PLANT

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget	Funding Sources		
						Enterprise Fund	Other	Source
Superintendent	Dale Small	NAPEA	38.00	0.95	82,496	82,496		
WWTP Chief Operator	Vacancy	NAPEA	36.00	0.90	65,650	65,650		
WWTP Maintenance Foreman	Gaylon Caputo	NAME	36.00	0.90	51,690	51,690		
WWTP Operator	Vacancy	NAME	40.00	1.00	63,195	63,195		
WWTP Operator	Gary Frain	NAME	40.00	1.00	57,434	57,434		
WWTP Operator	Kevin Gillette	NAME	40.00	1.00	57,434	57,434		
WWTP Operator	Renee Lemonde	NAME	40.00	1.00	63,394	63,394		
WWTP Operator	Richard Stone	NAME	40.00	1.00	58,874	58,874		
WWTP Maintenance Tech	Scott Lewis	NAME	40.00	1.00	46,687	46,687		
WWTP Maintenance Tech	Kevin Kaminski	NAME	40.00	1.00	49,058	49,058		
WWTP Maintenance Tech	Eric Miller	NAME	40.00	1.00	46,687	46,687		
WWTP Maintenance Tech	Jonathan Althoff	NAME	40.00	1.00	41,258	41,258		
Principal Account Clerk	Ann Furciniti	AFSCME	18.00	0.45	22,624	22,624		
Principal Account Clerk	Beth Kaplowitt	AFSCME	20.00	0.50	25,138	25,138		
Principal Account Clerk	Linda Landers-Schranz	AFSCME	18.00	0.45	22,624	22,624		
Director	Donna LaScaleia	NR	12.00	0.30	40,031	40,031		
Administration Manager	Cyndi Quinn	NAPEA	10.00	0.25	17,012	17,012		
Principal Account Clerk	Mary Richi	AFSCME	20.00	0.50	25,138	25,138		
Financial Administrator	Vacancy	NAPEA	10.00	0.25	19,255	19,255		
City Engineer	David Veleta	NAPEA	12.00	0.30	30,970	30,970		
City Electrician	James Mailloux	NAPEA			7,572	7,572		
City HVAC	Viachaslau Kurdun	NR			5,932	5,932		
Salaries Technical					16,123	16,123		
Overtime					35,000	35,000		
Longevity					3,200	3,200		
Weekend Differential					831	831		
Weekend Adjustment					16,900	16,900		
Licence Certification					7,280	7,280		
Working Out of Grade					1,000	1,000		
Uniform Allowance					4,100	4,100		
Phone Allowance					1,260	1,260		
<b>Total Personnel Services:</b>				<b>14.75</b>	<b>985,847</b>	<b>985,847</b>		
Electricity					225,000	225,000		
Natural Gas					30,000	30,000		
Propane Gas					5,000	5,000		
Oil					2,500	2,500		
Storm Water Services					4,000	4,000		
R & M Buildings					10,000	10,000		
R & M Vehicles					5,000	5,000		
Communication Lines					8,500	8,500		
R & M Water/Sewer Treatment Equipment					65,000	65,000		
R & L Copiers					2,100	2,100		
R & L Uniforms					6,800	6,800		
Training & Seminars					3,500	3,500		
Medical/Testing Services					1,000	1,000		
Lab Sample Analysis					13,000	13,000		
Sludge Disposal					500,000	500,000		

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget
Printing and Mailing					1,200
Office Supplies					2,000
R&M Supplies Tools					2,000
R & M Supplies Equipment					50,000
R & M Supplies - Custodial					3,500
Vehicular Supplies					6,500
Gasoline and Diesel					6,500
Safety Supplies					7,000
Chemicals - Polymer					10,000
Chemicals - Sodium Hydroxide					30,000
Chemicals - Sodium Hypochlorite					62,000
Lab Supplies					15,000
Boot Allowance					3,000
Dues and Memberships					300
License Certifications					1,000
Computer Equipment					5,000
<b>Total Operations and Maintenance:</b>					<b>1,086,400</b>
Equipment Replacement					30,000
<b>Total Other than Ordinary Maintenance:</b>					<b>30,000</b>

Enterprise Fund	Other	Source
1,200		
2,000		
2,000		
50,000		
3,500		
6,500		
6,500		
7,000		
10,000		
30,000		
62,000		
15,000		
3,000		
300		
1,000		
5,000		
<b>1,086,400</b>		
30,000		
<b>30,000</b>		

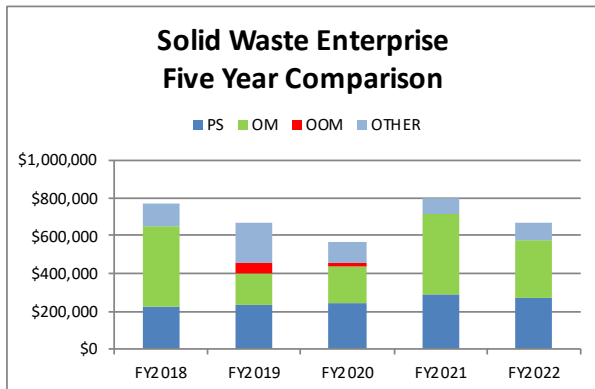
<b>SEWER ENTERPRISE - WASTE WATER TREATMENT PLANT</b>	<b>14.75</b>	<b>2,102,247</b>
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<b>2,102,247</b>
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#### SEWER ENTERPRISE - OTHER

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget
Maturing Principal on Long Term Debt					209,008
Interest on Long Term Debt					143,354
Transfer to Capital - Sewer Line Replacement					1,376,164
Transfer to Capital - WWTP Improvements					250,000
Interest on Notes					-
Indirect Charges to General Fund					1,042,931
<b>Total Other:</b>					<b>3,021,457</b>
<b>SEWER ENTERPRISE - OTHER</b>					<b>3,021,457</b>
<b>TOTAL SEWER ENTERPRISE</b>				<b>26.89</b>	<b>6,177,500</b>

Funding Sources		
Enterprise Fund	Other	Source
209,008		
143,354		
1,376,164		
250,000		
-		
1,042,931		
<b>3,021,457</b>		
<b>3,021,457</b>		
<b>6,177,500</b>		



Solid Waste Enterprise Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	221,606	231,188	245,603	291,010	267,525	(23,485)
OM	430,340	170,720	195,720	420,850	311,800	(109,050)
OOM	-	55,909	17,814	-	-	-
OTHER	116,014	214,344	104,721	83,466	85,720	2,254
Total	767,960	672,161	563,858	795,326	665,045	(130,281)

FTE's by Unit						
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	1.00	1.15	0.20	0.25	0.25	0.00
NR	-	-	0.80	0.80	0.80	0.00
NAME	1.00	1.00	1.00	1.00	1.00	0.00
AFSME	1.00	1.00	1.00	1.00	1.00	0.00
	3.00	3.15	3.00	3.05	3.05	0.00

## SOLID WASTE ENTERPRISE

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget
Department Assistant	Debora Laizer	AFSME	40.00	1.00	55,351
Solid Waste Reduction Coordinator	Susan Waite	NR	32.00	0.80	44,281
Foreman	Scott Harper	NAME	40.00	1.00	54,841
City Engineer	David Veleta	NAPEA	4.00	0.10	10,323
Administration Manager	Cynthia Quinn	NAPEA	6.00	0.15	10,207
Gate Keepers					54,000
Overtime					35,000
Longevity					1,700
License Incentive					1,040
Phone Allowance					432
Uniform Allowance					350
<b>Total Personnel Services:</b>				<b>3.05</b>	<b>267,525</b>

Funding Sources		
Enterprise Fund	Other	Source
55,351		
44,281		
54,841		
10,323		
10,207		
54,000		
35,000		
1,700		
1,040		
432		
350		
<b>267,525</b>		

Electricity	5,000
R & M Buildings	1,500
R & M Vehicles	2,500
Communication Lines	5,000
R & L Buildings	1,800
R & L Photocopiers	1,000
R & L Uniforms	900
Trash Removal	105,000
Haz-Mat Disposal Fees	15,000
Security Services/Oustides Detail	9,500
Professional/Technical	1,750
Medical/Testing Services	100
Electronic Recycling Program	5,000
Recycling collections	110,000
Printing and Mailing	500
Office Supplies General	750
R & M Supplies - Tools	25,000
R & M Supplies - Equipment	4,000
Vehicular Supplies	5,000
Gasoline/Diesel	10,000
Safety Supplies	1,000
Boot Allowance	300
Licenses	200
Computer Equipment	1,000
<b>Total Operations and Maintenance:</b>	<b>311,800</b>

5,000
1,500
2,500
5,000
1,800
1,000
900
105,000
15,000
9,500
1,750
100
5,000
110,000
500
750
25,000
4,000
5,000
10,000
1,000
300
200
1,000
<b>311,800</b>

## SOLID WASTE ENTERPRISE - TRANSFER STATION OPERATIONS

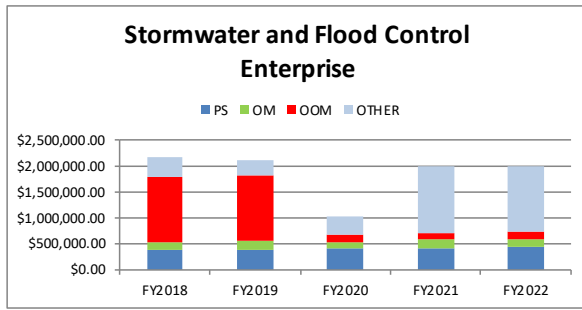
3.05 579,325

579,325

# SOLID WASTE ENTERPRISE - OTHER

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget
Maturing Principal on Long Term Debt					-
Interest on Long Term Debt					-
Indirect Charges to General Fund					85,720
Transfers to Solid Waste Reserve					-
<b>Total Other:</b>					85,720
<b>SOLID WASTE ENTERPRISE - OTHER</b>					-
					85,720
<b>TOTAL SOLID WASTE ENTERPRISE</b>					665,045

Funding Sources		
Enterprise Fund	Other	Source
-		
-		
85,720		
-		
85,720		
85,720		
665,045		



Stormwater and Flood Control Enterprise Fund Operating Budget						
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Budget FY2022	\$ Change FY21-FY22
PS	392,780	398,696	416,389	427,413	458,013	30,600
OM	151,875	154,092	129,479	169,250	122,800	(46,450)
OOM	1,231,858	1,267,522	144,805	100,000	150,000	50,000
OTHER	398,604	294,070	324,658	1,299,823	1,265,673	(34,150)
Total	2,175,117	2,114,380	1,015,331	1,996,486	1,996,486	-

			FTE's by Unit			
Unit	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Change FY21-FY22
NAPEA	3.25	3.43	3.43	3.25	3.35	0.10
NAME	3.09	2.88	2.88	2.88	2.68	(0.20)
AFSCME	0.00	0.00	0.00	0.00	0.00	-
NR	0.10	0.10	0.10	0.10	0.10	-
	6.44	6.41	6.41	6.23	6.13	(0.10)

#### STORMWATER AND FLOOD CONTROL ENTERPRISE - STORM DRAINS

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget
Equipment Operator	Bruce Hutchinson	NAME	40.00	1.00	50,278
Equipment Operator	Jonathan Rourke	NAME	40.00	1.00	41,258
Stormwater Administrator	Catherine Sakowicz	NAPEA	40.00	1.00	57,434
Stormwater Manager	Douglas McDonald	NAPEA	32.00	0.80	53,108
Civil Engineer	Kristine Baker	NAPEA	14.00	0.35	28,307
General Foreman	Brendan Shea	NAME	13.20	0.33	18,953
City Engineer	David Veleta	NAPEA	8.00	0.20	20,647
Senior Civil Engineer	Greg Newman	NAPEA	8.00	0.20	17,336
GIS Coordinator	Karyn Nelson	NAPEA	12.00	0.30	22,528
Administration Manager	Cynthia Quinn	NAPEA	6.00	0.15	10,207
Financial Administrator	Vacancy	NAPEA	10.00	0.25	19,255
Equipment Operator	Zachary Torrey	NAME	10.00	0.25	11,356
DPW Director	Donna LaScaleia	NR	4.00	0.10	13,344
Highway Superintendent	Michael Antosz	NAPEA	4.00	0.10	9,122
General Foreman/MER	Ed Dupre Sr.	NAME	4.00	0.10	6,339
Overtime					15,000
Longevity					1,900
Uniform Allowance					1,000
Cell Phone					240
License Incentive					1,560
<b>Total Personnel Services:</b>				<b>6.13</b>	<b>399,172</b>

Funding Sources		
Enterprise Fund	Other	Source
50,278		
41,258		
57,434		
53,108		
28,307		
18,953		
20,647		
17,336		
22,528		
10,207		
19,255		
11,356		
13,344		
9,122		
6,339		
15,000		
1,900		
1,000		
240		
1,560		
<b>399,172</b>		

R&M Vehicles	2,500
Communication Lines	2,000
R & L Photocopiers	2,100
R&L Construction Equipment	2,000
R&L Uniforms	2,000
Security Services/Outside Detail	1,000
Training & Seminars	500
Medical/Testing Services	300
Lab Sample Analysis	1,500
DPW TV Inspections	5,000
Printing/Mailing	1,500
Advertising	500
Office Supplies -- General	400
R & M Supplies -- Tools	4,000
R & M Supplies -- Equipment	5,000
R & M Custodial	1,000
Grounds Supplies -- Loam, Grass Seed, Lime	500
Vehicular Supplies	9,000
Gasoline/Diesel	6,000
Safety Supplies	2,500
Sewer Division Supplies	7,000
Streets and Sidewalks Supplies	5,000
Catch Basin Frames & Grates	15,000
Boot Allowance	600
License Certification	200
Computer Equipment	4,000
<b>Total Operations and Maintenance:</b>	<b>81,100</b>

2,500
2,000
2,100
2,000
2,000
1,000
500
300
1,500
5,000
1,500
500
400
4,000
5,000
1,000
500
9,000
6,000
2,500
7,000
5,000
15,000
600
200
4,000
<b>81,100</b>

Architecture & Engineering	100,000
Catch Basin Cleaning	50,000
<b>Total Other than Ordinary Maintenance:</b>	<b>150,000</b>

100,000
50,000
<b>150,000</b>

#### STORMWATER AND FLOOD CONTROL ENTERPRISE - STORM DRAINS

6.13 630,272

630,272

Description	Name	Barg. Unit	Hrs/ Week	FTE	FY2022 Budget
<b>STORMWATER AND FLOOD CONTROL ENTERPRISE - FLOOD CONTROL</b>					
Superintendent	Dale Small	NAME	2.00	0.05	4,343
WWTP Chief Operator	Vacancy	NAME	4.00	0.10	7,294
WWTP Maintenance Foreman	Gaylon Caputo	NAPEA	4.00	0.10	5,743
Highway Superintendent	Michael Antosz	NAPEA	2.00	0.05	4,561
Week Adjustment					16,900
Overtime					20,000
<b>Total Personnel Services:</b>				<b>0.30</b>	<b>58,841</b>
Electricity					3,500
Natural Gas					2,500
Oil					1,200
Stormwater Services					1,500
Repairs and Maintenance					15,000
R&M Communication Lines					1,000
R & M Supplies -- Equipment					6,500
Gasoline/Diesel					10,000
Safety Supplies					500
<b>Total Operations and Maintenance:</b>					<b>41,700</b>
Architecture and Engineering					-
<b>Total Other than Ordinary Maintenance:</b>					<b>-</b>
<b>STORMWATER AND FLOOD CONTROL ENTERPRISE - FLOOD CONTROL</b>				<b>0.30</b>	<b>100,541</b>
Maturing Principal on Long Term Debt					35,000
Repayment of Temporary Loans					-
Interest on Long Term Debt					3,150
Interest on Notes					-
Indirect Charges to General Fund					345,781
Transfer to Capital - Drain Replacement					681,742
Transfer to Capital - Flood Control Levee					200,000
<b>Total Other:</b>					<b>1,265,673</b>
<b>STORMWATER AND FLOOD CONTROL ENTERPRISE - OTHER</b>					<b>1,265,673</b>
<b>TOTAL STORMWATER AND FLOOD CONTROL ENTERPRISE</b>				<b>6.43</b>	<b>1,996,486</b>

Enterprise Fund	Other	Source
<b>Funding Sources</b>		
Enterprise Fund	Other	Source
4,343		
7,294		
5,743		
4,561		
16,900		
20,000		
<b>58,841</b>		
3,500		
2,500		
1,200		
1,500		
15,000		
1,000		
6,500		
10,000		
500		
<b>41,700</b>		
-		
<b>-</b>		
<b>100,541</b>		
35,000		
-		
3,150		
-		
345,781		
681,742		
200,000		
<b>1,265,673</b>		
<b>1,265,673</b>		
<b>1,996,486</b>		

# CITY OF NORTHAMPTON

## ENTERPRISE FUNDS

3/16/21

### INDIRECT COSTS FOR FY 2022

DEPARTMENT	SEWER FUND	WATER FUND	SOLID WASTE FUND	STORMWATER FLOOD CONTROL		ALL FUNDS TOTAL	Change FY21-FY22
				FUND	FUND		
CITY COUNCIL	10,829	9,163	1,458	3,589		25,039	(47)
MAYOR'S OFFICE	8,473	8,473	5,648	8,473		31,066	361
AUDITOR'S OFFICE	25,208	27,296	3,341	10,169		66,013	1,688
TREASURER'S OFFICE	7,323	7,929	970	2,954		19,176	1,078
COLLECTOR OF TAXES	39,750	39,750	1,813	39,750		121,063	3,199
LEGAL SERVICES	5,032	5,032	5,032	5,032		20,129	(810)
HUMAN RESOURCES	7,395	6,168	839	1,768		16,171	(3,173)
ITS	42,012	36,297	9,860	17,171		105,340	(5,703)
<b>EMPLOYEE BENEFITS &amp; INSURANCE</b>							
MEDICAL & LIFE	255,046	204,171	31,341	66,097		556,656	68,050
WORKER'S COMPENSATION	18,900	18,900	4,725	14,175		56,700	2,700
CONTRIBUTORY RETIREMENT	286,407	187,083	12,245	159,871		645,606	25,502
EMPLOYEE TAXES	24,304	21,310	3,879	3,366		52,859	1,424
UNEMPLOYMENT COMP	3,096	2,672	550	808		7,127	171
LIABILITY INSURANCE	4,326	3,735	769	472		9,302	618
BUILDING/VEHICLE INS.	42,363	29,628	3,249	12,085		87,324	4,173
<b>OTHER DIRECT COSTS</b>							
ESCO Savings to Bond Debt Service	62,469	7,099	0	0		69,568	(5,058)
	842,931	614,707	85,720	345,781		1,889,139	94,173
Payment in-Lieu-of-Taxes	200,000	0	0	0		200,000	(50,001)
Totals	1,042,931	614,707	85,720	345,781		2,089,139	44,172



**CITY OF NORTHAMPTON  
SEWER ENTERPRISE**

3/16/21

**INDIRECT COSTS FOR FY 2022**

DEPARTMENT	FY2022 MAYOR BUDGET	INDIRECT COST FACTOR	FY2022 TOTAL	Williamsburg Share for FY22 2.157%	NOTES
CITY COUNCIL	200,536	5.40%	10,829	234	percentage of entire PS and OM for City Council- based on % of budget for enterprise to total city budget excluding debt service for prior fiscal year
MAYOR'S OFFICE	225,936	3.75%	8,473	183	percentage of PS only for Mayor, Fin Director- 1.5 hours per week/40 hr wk
AUDITOR'S OFFICE	378,181	6.67%	25,208	544	percentage of entire PS and OM for Auditor's Office based on Auditor metrics from prior fiscal year
TREASURER'S OFFICE	109,858	6.67%	7,323	158	Percentage of PS and OM for 1/2 Treas/Collector and 100% Assistant Treasurer with percentage based on Auditor metrics
COLLECTOR OF TAXES	304,381	13.06%	39,750	857	Percentage of remainder of Treasurer/Collector Office minus what has already been counted, minus parking staff and parking service bureau fees and credit card fees- base
LEGAL SERVICES	258,661	1.95%	5,032	109	percentage of legal budget per calculations attached
HUMAN RESOURCES	279,279	2.65%	7,395	160	percentage of entire PS and OM for HR less School Payroll Position- based on % of fee's in city for new fiscal year
ITS & Communications			42,012	906	see calculation detail - based on estimate of 10 hours per week pro-rated and some % of overall OM
<b>SUB-TOTAL</b>			<b>146,021</b>	<b>3,150</b>	
<b>EMPLOYEE BENEFITS</b>					
MEDICAL & LIFE			255,046	5,501	based on actual enrollment for actives and retirees with estimate for vacancies
WORKMEN'S COMPENSATION	472,500	4.00%	18,900	408	based on % of premium related to sewer workers
CONTRIBUTORY RETIREMENT	6,803,018	4.21%	286,407	6,178	percentage calculated by retirement office based on prior fiscal year payroll
EMPLOYEE TAXES	1,676,115	1.45%	24,304	524	based on 1.45% of payroll for upcoming fiscal year
<b>SUB-TOTAL</b>			<b>584,657</b>	<b>12,611</b>	
<b>OTHER DIRECT COSTS</b>					
UNEMPLOYMENT COMP	110,000	2.81%	3,096	67	based on % of total payroll compared with payroll in enterprise fund for current fiscal year
LIABILITY INSURANCE	153,720	2.81%	4,326	93	based on % of total payroll compared with payroll in enterprise fund for current fiscal year
PROPERTY INSURANCE	233,904	15.00%	35,086	757	based on % of premium related to sewer property
VEHICLE INSURANCE	90,963	8.00%	7,277	157	based on % of premium related to sewer vehicles
PAYMENT IN LIEU OF TAXES			200,000	4,314	reduce per schedule below
ESCO Savings to Bond Debt Service	62,469	100.00%	62,469	1,347	actual debt service - no longer estimated savings
<b>SUB-TOTAL</b>			<b>312,253</b>	<b>6,735</b>	

<b>GRAND TOTAL</b>			<b>1,042,931</b>	<b>22,496</b>	
<b>SEWER ENTERPRISE FUND</b>			<b>105</b>	<b>0.01%</b>	<b>Increase (Decrease) over prior year</b>
					<b>Increase (Decrease) over prior year</b>

# CITY OF NORTHAMPTON

## WATER ENTERPRISE

3/16/21

### INDIRECT COSTS FOR FY 2022

DEPARTMENT	FY 2022 MAYOR BUDGET	INDIRECT COST FACTOR	FY 2022 TOTAL	NOTES
CITY COUNCIL	200,536	4.57%	9,163	percentage of entire PS and OM for City Council- based on % of budget for enterprise to total city budget excluding debt service for prior fiscal year
MAYOR'S OFFICE	225,936	3.75%	8,473	percentage of PS only for Mayor, Fin Director- 1.5 hours per week/40 hour week
AUDITOR'S OFFICE	378,181	7.22%	27,296	percentage of entire PS and OM for Auditor's Office based on Auditor metrics from prior fiscal year
TREASURER'S OFFICE	109,858	7.22%	7,929	Percentage of PS and OM for 1/2 Treas Collector and 100% Assistant Treasurer with percentage based on Auditor metrics
COLLECTOR OF TAXES	304,381	13.06%	39,750	percentage of entire PS and OM budget for Collector's Office minus Parking PS and OM - based on percentage of bills issued
LEGAL SERVICES	258,661	1.95%	5,032	percentage of legal budget per calculations attached
HUMAN RESOURCES	279,279	2.21%	6,168	percentage of entire PS and OM for HR less School Payroll Position - based on % of fle's in city
ITS & Communications	0		36,297	see calculation detail - based on estimate of 10 hours per week pro-rated and some % of overall OM
<b>SUB-TOTAL</b>			<b>140,109</b>	
<b>EMPLOYEE BENEFITS</b>				
MEDICAL & LIFE			204,171	based on actual enrollment for actives and retirees with estimate for vacancies
WORKMEN'S COMPENSATION	472,500	4.00%	18,900	based on % of premium related to water workers
CONTRIBUTORY RETIREMENT	6,803,018	2.75%	187,083	percentage calculated by retirement office based on prior fiscal year payroll
EMPLOYEE TAXES	1,469,658	1.45%	21,310	based on 1.45% of payroll for upcoming fiscal year
<b>SUB-TOTAL</b>			<b>431,464</b>	
<b>OTHER DIRECT COSTS</b>				
UNEMPLOYMENT COMP	110,000	2.43%	2,672	based on % of total payroll compared with payroll in enterprise fund for current fiscal year
LIABILITY INSURANCE	153,720	2.43%	3,735	based on % of total payroll compared with payroll in enterprise fund for current fiscal year
PROPERTY INSURANCE	233,904	8.00%	18,712	based on % of premium related to water property
VEHICLE INSURANCE	90,963	12.00%	10,916	based on % of premium related to water vehicles
ESCO Savings to Bond Debt Service	7,099	100.00%	7,099	actual debt service - no longer estimated savings
<b>SUB-TOTAL</b>			<b>43,134</b>	
<b>GRAND TOTAL</b>			<b>614,707</b>	

### WATER ENTERPRISE FUND

37,439 Increase (Decrease) over prior year  
5.41% Increase (Decrease) over prior year

# CITY OF NORTHAMPTON

## SOLID WASTE ENTERPRISE FUND

3/16/21

### INDIRECT COSTS FOR FY 2022

DEPARTMENT	FY 2022 MAYOR BUDGET	INDIRECT COST FACTOR	FY2022 TOTAL	
CITY COUNCIL	200,536	0.73%	1,458	percentage of entire PS and OM for City Council- based on % of budget for enterprise to total city budget excluding debt service for prior fiscal
MAYOR'S OFFICE	225,936	2.50%	5,648	percentage of PS only for Mayor, Fin Director- 1 hour per week
AUDITOR'S OFFICE	378,181	1.77%	3,341	percentage of entire PS and OM for Auditor's Office based on Auditor metrics from prior fiscal year discounted by 50% for reduction in program
TREASURER'S OFFICE	109,858	1.77%	970	Percentage of PS and OM for 1/2 Treas/Collector and 100% Assistant Treasurer with percentage based on Auditor metrics
COLLECTOR OF TAXES		0.00%	1,813	based on Collector's estimate of 2 hours per week - using lowest clerk salary \$17.43/HR X2 X 52
LEGAL SERVICES	258,661	1.95%	5,032	percentage of legal budget per calculations attached
HUMAN RESOURCES	279,279	0.30%	839	percentage of entire PS and OM for HR less School Payroll Position - based on % of fte's in city
ITS	0	0.00%	9,860	see calculation detail - based on estimate of 10 hours per week pro-rated and some % of overall OM
<b>SUB-TOTAL</b>			<b>28,961</b>	

### EMPLOYEE BENEFITS

MEDICAL & LIFE			31,341	based on actual enrollment for actives and retirees with estimate for vacancies
WORKMEN'S COMPENSATION	472,500	1.00%	4,725	based on % of premium related to solid waste workers
CONTRIBUTORY RETIREMENT	6,803,018	0.18%	12,245	percentage calculated by retirement office based on prior fiscal year payroll
EMPLOYEE TAXES	267,525	1.45%	3,879	based on 1.45% of payroll for upcoming fiscal year
<b>SUB-TOTAL</b>			<b>52,191</b>	

### OTHER DIRECT COSTS

UNEMPLOYMENT COMP	110,000	0.50%	550	based on % of total payroll compared with payroll in enterprise fund for current fiscal year
LIABILITY INSURANCE	153,720	0.50%	769	based on % of total payroll compared with payroll in enterprise fund for current fiscal year
PROPERTY INSURANCE	233,904	1.00%	2,339	based on % of premium related to solid waste property
VEHICLE INSURANCE	90,963	1.00%	910	based on % of premium related to solid waste vehicles
<b>SUB-TOTAL</b>			<b>4,568</b>	

<b>GRAND TOTAL</b>			<b>85,720</b>
HOST COMMUNITY FEE			0
<b>GRAND TOTAL</b>			<b>85,720</b>

### SOLID WASTE ENTERPRISE FUND

2,254 Increase (Decrease) over prior year  
1.96% Increase (Decrease) over prior year

3/16/21

# CITY OF NORTHAMPTON STORMWATER AND FLOOD CONTROL

4/29/20

## INDIRECT COSTS FOR FY 2022

DEPARTMENT	FY 2022 MAYOR BUDGET	INDIRECT COST FACTOR	FY 2022 TOTAL	NOTES
CITY COUNCIL	200,536	1.79%	3,589	percentage of entire PS and OM for City Council- based on % of budget for enterprise to total city budget excluding debt service for prior fiscal y
MAYOR'S OFFICE	225,936	3.75%	8,473	percentage of PS only for Mayor, Fin Director- 1.5 hours per week/40 hr wk
AUDITOR'S OFFICE	378,181	2.69%	10,169	percentage of entire PS and OM for Auditor's Office based on Auditor metrics from prior fiscal year
TREASURER'S OFFICE	109,858	2.69%	2,954	Percentage of PS and OM for 1/2 Treas/Collector and 100% Assistant Treasurer with percentage based on Auditor metrics
COLLECTOR OF TAXES	304,381	13.06%	39,750	percentage of entire PS and OM budget for Collector's Office minus Parking PS and OM - based on percentage of bills issued
LEGAL SERVICES	258,661	1.95%	5,032	percentage of legal budget per calculations attached
HUMAN RESOURCES	279,279	0.63%	1,768	percentage of entire PS and OM for HR less School Payroll Position - based on % of fte's in city
ITS & Communications	0		17,171	see calculation detail - based on estimate of 10 hours per week prorated and some % of overall OM
<b>SUB-TOTAL</b>			<b>88,906</b>	

## EMPLOYEE BENEFITS

MEDICAL & LIFE			66,097	based on actual enrollment for actives and retirees with estimate for vacancies
WORKMEN'S COMPENSATION	472,500	3.00%	14,175	based on % of premium related to storm water and flood control workers
CONTRIBUTORY RETIREMENT	6,803,018	2.35%	159,871	percentage calculated by retirement office based on prior fiscal year payroll
EMPLOYEE TAXES	458,013	0.73%	3,366	based on 1.45% of payroll for upcoming fiscal year
<b>SUB-TOTAL</b>			<b>243,509</b>	

## OTHER DIRECT COSTS

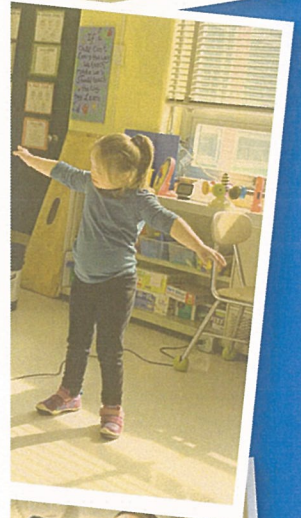
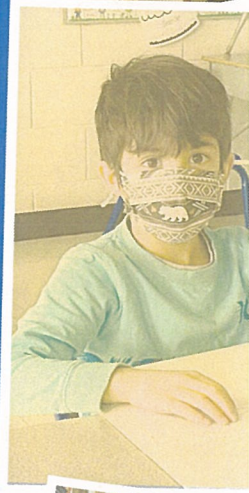
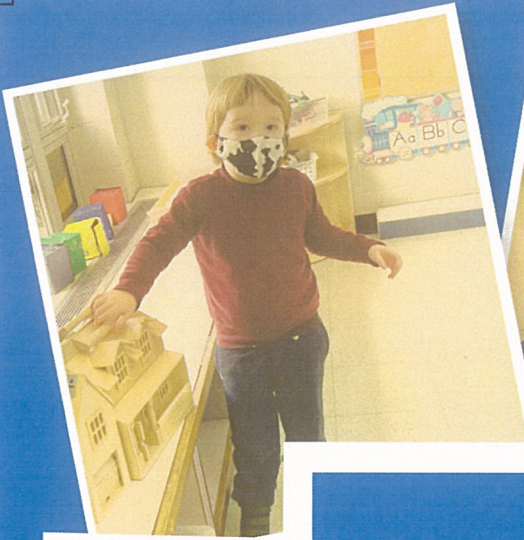
UNEMPLOYMENT COMP	110,000	0.73%	808	based on % of total payroll compared with payroll in enterprise fund for current fiscal year
LIABILITY INSURANCE	64,250	0.73%	472	based on % of total payroll compared with payroll in enterprise fund for current fiscal year
PROPERTY INSURANCE	233,904	4.00%	9,356	based on % of premium related to storm water and flood control property
VEHICLE INSURANCE	90,963	3.00%	2,729	based on % of premium related to storm water and flood control vehicle
<b>SUB-TOTAL</b>			<b>13,366</b>	

<b>GRAND TOTAL</b>			<b>345,781</b>	
--------------------	--	--	----------------	--

4,374 **Increase (Decrease) over prior year**  
1.63% **Increase (Decrease) over prior year**

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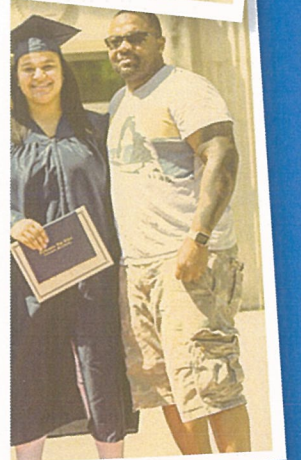


# N

## NORTHAMPTON PUBLIC SCHOOLS

### FY 2022 ANNUAL BUDGET

FEBRUARY 2021





## Superintendent's Budget Message

This budget embraces the belief that returning to pre-COVID ways of doing things will not suffice to meet the needs of our students. We have documented many adverse impacts of the extended school shutdown on our students including: reduced levels of reading and math achievement, particularly for our youngest learners; reduced interest in the post-secondary education application process; and increased course failure rates, particularly among historically under-served populations. Erasing the legacy of Pandemic-related opportunity gaps will require us to direct additional resources to students who have been disproportionately impacted by the Pandemic and to sustain these investments over time.

To support the academic recovery of our students, this budget emphasizes intensive tier-two intervention, summer programming, and expanded dual-enrollment opportunities. It also includes more culturally sustaining middle school curriculum, increased English as a Second Language (ESL) staffing, and a middle school Culture Coordinator to promote a positive school environment, increase student engagement, and reduce punitive forms of discipline which historically under-served populations have experienced at higher rates than their peers.

Through the pandemic experience we learned it was possible to radically redesign our system of education virtually overnight. As we resume fully in-person learning, I want us to carry this knowledge forward. This past year, we placed our students with the greatest needs at the core of our academic program, providing students with disabilities in-person instruction as early as last July and expanding in-person learning to include homeless students,

English Learners, and students in foster care. As we resume fully in-person instruction, it is our intention to continue to center these students and all students who have been historically marginalized.

COVID-19 caused us to hit the reset button on our system of public education. We have an historic opportunity to rebuild it in a more fair, more equitable, and more effective way. This budget represents a first step in a process that will take many years but could position us to become a better student-serving institution than we were prior to the shutdown.

In closing, I would like to thank all members of our school community for the flexibility, creativity, and patience you have shown over the course of this most difficult year. We experienced a wide range of emotions as we endured the pandemic. At times, the community was divided, but we never stopped talking or inviting each other virtually into our homes through the medium of Zoom. We revealed ourselves in very personal ways that may serve to strengthen our community in the end.

With vaccination rates soaring and infection rates plummeting, I can say with confidence for the first time in a year that the worst of the pandemic is behind us and that brighter days lie ahead.

Sincerely,



John A. Provost, Ed.D.  
Superintendent of Schools

**Northampton School Committee**

Honorable David Narkewicz, Mayor

Lonnie Kaufman, Vice Chair

Rebecca Busansky

Sean Condon

Laura Fallon

Roni Gold

Kaia Goleman

Dina Levi

Emily Serafy-Cox

Susan Voss

Avital Serlin, Student Representative  
Meghan O'Connor, Student Representative



**NORTHAMPTON PUBLIC SCHOOLS**  
**SCHOOL COMMITTEE BUDGET**

**FY2022**

<b>FY22 BUDGET</b>	<b>\$ 33,461,896</b>
<b>FY21 CITY APPROPRIATION * :</b>	<b>\$ 32,162,012</b>
<b>INCREASE</b>	<b>\$ 1,299,884</b>
	<b>4.04%</b>

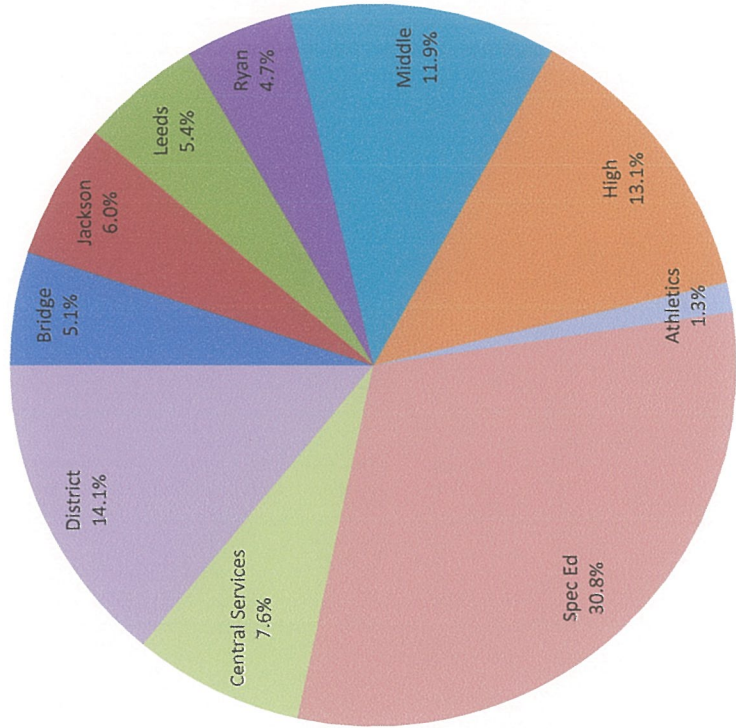
## PROPOSED FY2022 BUDGET BY COST CENTER

<u>COST CENTER</u>	FY19 ACTUAL EXPEND (SC Budget only)	FY20 ACTUAL EXPEND (SC Budget only)	FY21 SC APPROVED BUDGET	FY22 SC PROPOSED BUDGET	FY22 OTHER FUNDING	SC APPROP CHANGE
Bridge St Elem School	1,448,911	1,599,735	1,713,992	1,796,497	236,487	82,505
Jackson Elem School	2,037,973	2,102,841	2,260,555	2,267,130	159,665	6,575
Leeds Elem School	1,588,753	1,718,399	1,898,920	1,960,867	213,027	61,947
RKF Ryan Rd Elem School	1,498,862	1,534,879	1,722,892	1,744,120	157,773	21,228
JFK Middle School	4,099,669	4,216,367	4,430,087	4,637,912	136,218	207,825
Northampton High School	4,470,084	4,647,107	5,039,964	5,227,458	33,475	187,494
Athletics	320,264	206,630	297,955	308,856	224,737	10,901
Special Education	8,448,734	8,678,200	8,016,886	8,437,247	3,902,691	420,361
Central Services	2,703,064	2,712,906	2,946,816	3,032,694	-	85,878
District-wide	3,109,250	3,702,234	3,833,945	4,049,115	1,592,970	215,170
<b>TOTALS</b>	<b>29,725,564</b>	<b>31,119,298</b>	<b>32,162,012</b>	<b>33,461,896</b>	<b>6,657,043</b>	<b>1,299,884</b>

## Northampton Public Schools

### FY22 Budget by Cost Center

	<u>FY22 Local Budget</u>	<u>FY22 Other Funding</u>	<u>FY22 Total</u>
Bridge	1,796,497	236,487	2,032,984
Jackson	2,267,130	159,665	2,426,795
Leeds	1,960,867	213,027	2,173,894
Ryan	1,744,120	157,773	1,901,893
Middle	4,637,912	136,218	4,774,130
High	5,227,458	33,475	5,260,933
Athletics	308,856	224,737	533,593
Spec Ed	8,437,247	3,902,691	12,339,938
Central Services	3,032,694	-	3,032,694
District	4,049,115	1,592,970	5,642,085
Total	33,461,896	6,657,043	40,118,939

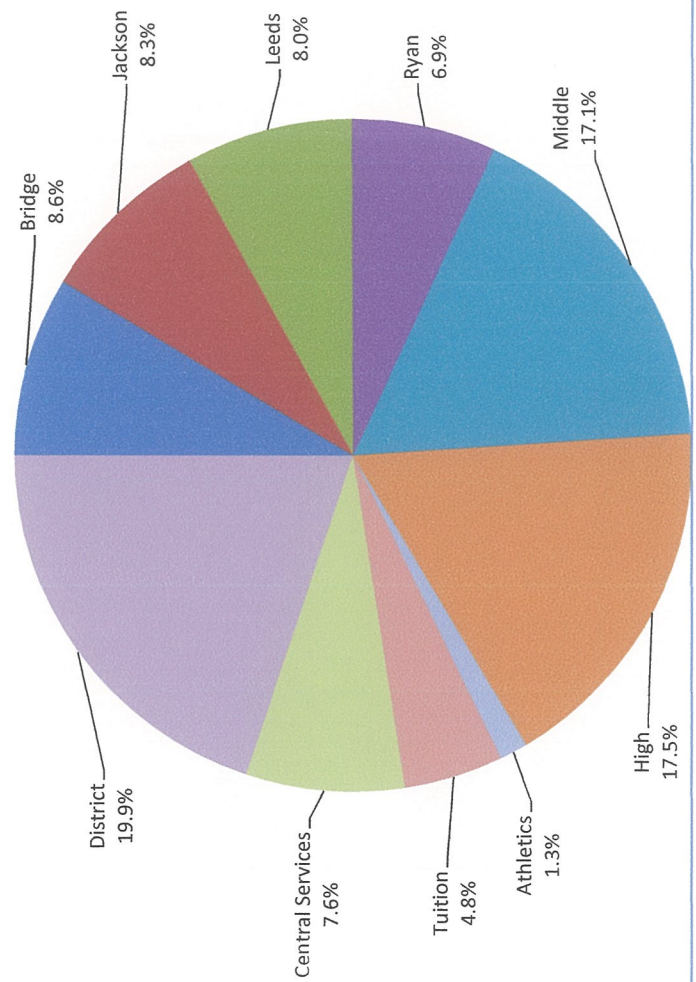


## Northampton Public Schools

### FY22 Budget by Cost Center

With Special Education included in School Site Budgets

	FY22 <u>Local Budget</u>	FY22 Other <u>Funding</u>	FY22 <u>Total</u>	SC APPROP <u>CHANGE</u>	% of TOTAL <u>BUDGET</u>	# STUDENTS
Bridge	2,857,659	604,055	3,461,714	310,575	12.84%	245
Jackson	3,042,808	300,415	3,343,223	150,466	6.22%	329
Leeds	2,742,449	457,223	3,199,672	254,862	10.54%	291
Ryan	2,494,030	277,573	2,771,603	276,373	11.43%	236
Middle	6,073,162	779,486	6,852,648	474,296	19.62%	625
High	6,482,704	542,497	7,025,201	612,354	25.33%	865
Athletics	308,856	224,737	533,593	(26,037)	-1.08%	
Tuition	194,791	1,726,696	1,921,487	(431,200)	-17.83%	30
Central Services	3,032,694	-	3,032,694	85,348	3.53%	
District	6,232,743	1,744,361	7,977,104	710,942	29.40%	
<b>Total</b>	<b>33,461,896</b>	<b>6,657,043</b>	<b>40,118,939</b>	<b>2,417,979</b>	<b>100%</b>	<b>2,621</b>



## Northampton Public Schools

### Summary of All Funds - Projected FY22

	<u>Local Appropriation</u>	<u>School Choice</u>	<u>Circuit Breaker</u>	<u>Food Service</u>	<u>Athletic Revolving</u>	<u>Bus Revolving</u>	<u>Grants &amp; Other Revolving</u>	<u>Total Budgets</u>
Personnel	28,316,422	\$ 2,475,764		468,143	23,526		1,173,403	32,457,258
Transportation	1,510,709					95,000		1,605,709
Tuitions	194,791	305,030	696,666				725,000	1,921,487
Utilities	865,580							865,580
All Other Costs	2,574,394	40,000		380,400	201,211	61,900	11,000	3,268,905
Totals	\$ 33,461,896	\$ 2,820,794	\$ 696,666	\$ 848,543	\$ 224,737	\$ 156,900	\$ 1,909,403	\$ 40,118,939

#### Basis of Calculations:

- Local Appropriation is based on the Proposed Budget.
- School Choice is based on the Proposed Budget.
- Circuit Breaker is based on the Proposed Budget and estimated revenues.
- Food Service is estimated based on last FY actual expenditures, projected out to next FY.
- Athletic Revolving is based on the Proposed Budget and estimated revenues.
- Bus Revolving is based on the Proposed Budget.
- Grants are based on current FY grants, since next FY grants are not yet available.
- Other Revolving Accts is PreK Tuition and is based on the Proposed Budget.

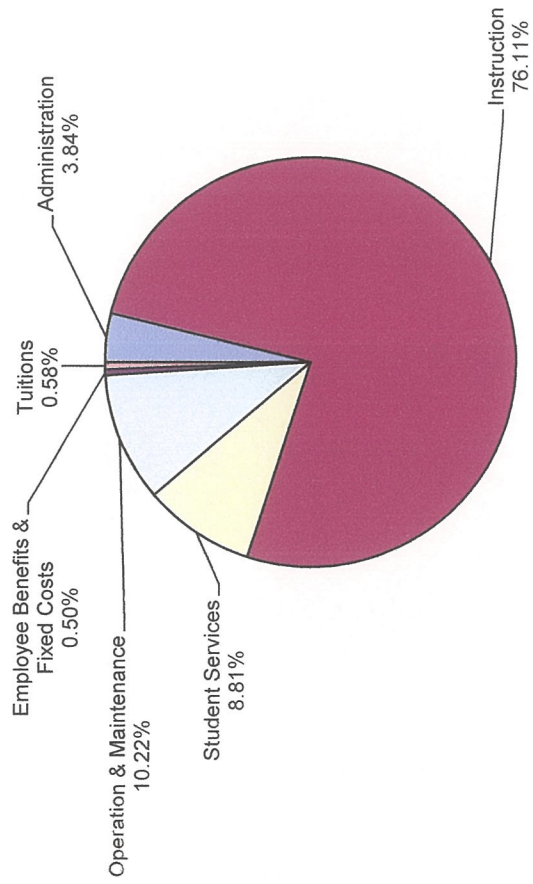
# Northampton Public Schools

## FY2022 Budget

### Total Budget by DESE Function Code

(local appropriation budget only)

	<u>Budget</u>	<u>% of total</u>
1000 Administration	1,284,635	3.84%
2000 Instruction	25,469,031	76.11%
3000 Student Services	2,946,908	8.81%
4000 Operation & Maintenance	3,420,781	10.22%
5000 Employee Benefits & Fixed Costs	145,750	0.44%
9000 Tuitions	194,791	0.58%
<b>Total</b>	<b>\$ 33,461,896</b>	<b>100.0%</b>

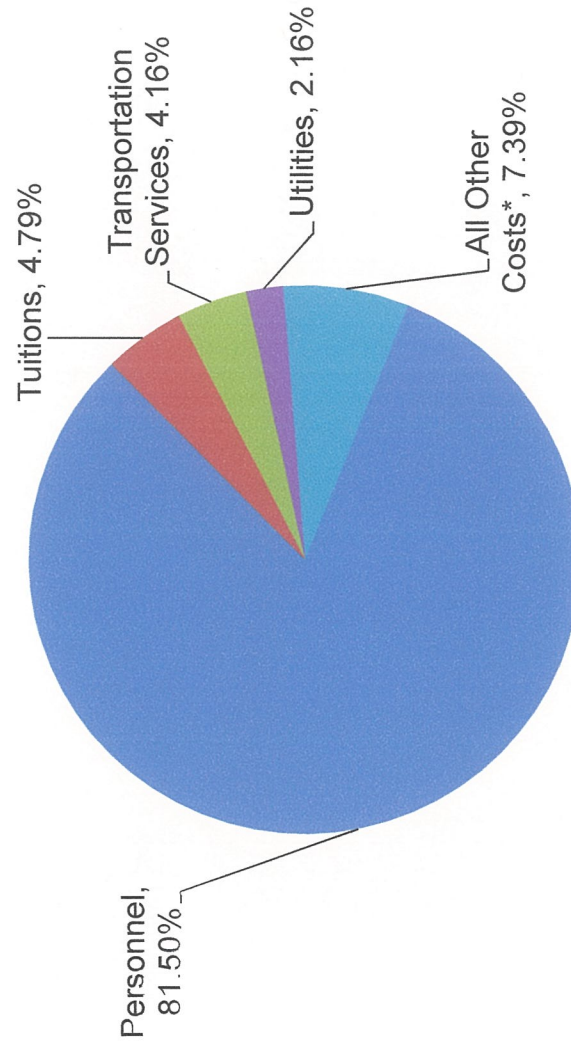




# **NORTHAMPTON PUBLIC SCHOOLS FY2022 SCHOOL DEPT BUDGET**

*Includes all projected Funding Sources*

## **Major Budget Areas**



\* Other Costs include such things as:  
-instructional supplies and equipment;  
-maintenance supplies and equipment;  
-legal costs;  
-professional development expenses;  
-and all other costs not fitting into the  
other 4 categories in chart.

## FY22 Budget Staffing Changes

### FY21 after budget approved:

( note: not all positions were added for a full year but do carry into FY22)

	FTE
Computer Technology Teacher	1.00
Family Consumer Science Teacher	(1.00)
Music Teacher	(1.00)
Health Teacher	1.00
Special Education Teacher	1.00
English Teacher	(1.00)
Math Teacher	1.00
Physical Education Teacher	0.50
World Language Teacher	0.33
ESP special education	1.00
Business Office Grant Coordinator	1.00
Curriculum Clerical	(0.27)
Family & Student Engagement Coordinator	0.25
Crossing Guards	2.00
	<b>5.81</b>
ESP special education	9.80
LPN Special education	1.00
LPN Special education	(1.00)
Nurse Special Education	1.00
Grade 1 Teacher	(1.00)
ESL Teacher	0.93
SEL Coach	(1.00)
Counselor	0.50
	<b>10.23</b>

### NET PERSONNEL CHANGE FY22 BUDGET

\*\* indicates position funded by transfer from other budget account previously paid for services  
rev 3/15/21



**ESP FTEs for FY22**

		Regular Ed					Lunch/ Recess/		Class			Other		FY2022 Changes:	
		Sped	PreK	Bus	Kdg	Grade 1	ESL		Size	Reg Ed	Libr	TOTAL			
Bridge		12	6.4		2	1					1	22.4			.8 spec ed increase
Jackson		8		2	3	1					1	15			2.0 spec ed increase
Leeds		8	4.2		2	1					1	16.2			
Ryan		8		2	2	1					1	14			1.0 spec ed increase
JFK		24					0.5				0.5	25			2.0 spec ed increase
NHS		22					1				1	24			4.0 spec ed increase
Totals		82	10.6	4	9	4	1.5		0	0	5.5	116.6			
		Regular Ed =													18.5

**Summary of Changes:**  
Net = Increase of 9.8 t

For a complete version of the  
Northampton Public Schools Budget, please go to:

<http://www.northamptonschools.org/fy2022-annual-budget/>

# Smith Vocational and Agricultural High School Superintendent's FY22 Budget Presentation



**April 6, 2021**

# Smith Vocational and Agricultural High School

## Board of Trustees

- Mr. Michael T. Cahillane, Chair
- Mr. Thomas M. FitzGerald, Vice-Chair
  - Mr. John E. Cotton, Trustee
  - Mayor David Narkewicz, Ex-Officio
- Dr. John Provost, Superintendent NPS, Ex-Officio

# Administration 2020-2021

- **Dr. Andrew H. Linkenhoker**, Superintendent
  - **Mr. Joseph Bianca**, Principal
  - **Ms. Crystal Fairman**, Business Manager
- **Ms. Rebecca Wanczyk**, Director of Pupil Services
  - **Mr. Anthony Sabonis**, Assistant Principal
  - **Ms. Melanie Chartier**, Vocational Director
  - **Mr. Michael Parks**, Director of Curriculum
    - **Mr. Timothy Smith**, Director of Facilities
      - **Mr. Joshua Shearer**, IT Director
    - **Ms. Heather Bouley**, Food Service Director
- **Ms. Lorena Turner**, Adult and Community Education Director
  - **Mr. Jeffrey Lareau**, Athletic Director/Co-Op Coordinator

## Mission Statement

***The mission of Smith Vocational and Agricultural High School is to prepare students for social responsibility, employment, and post secondary education through rigorous, applied technical and academic programs.***

# Values and Beliefs

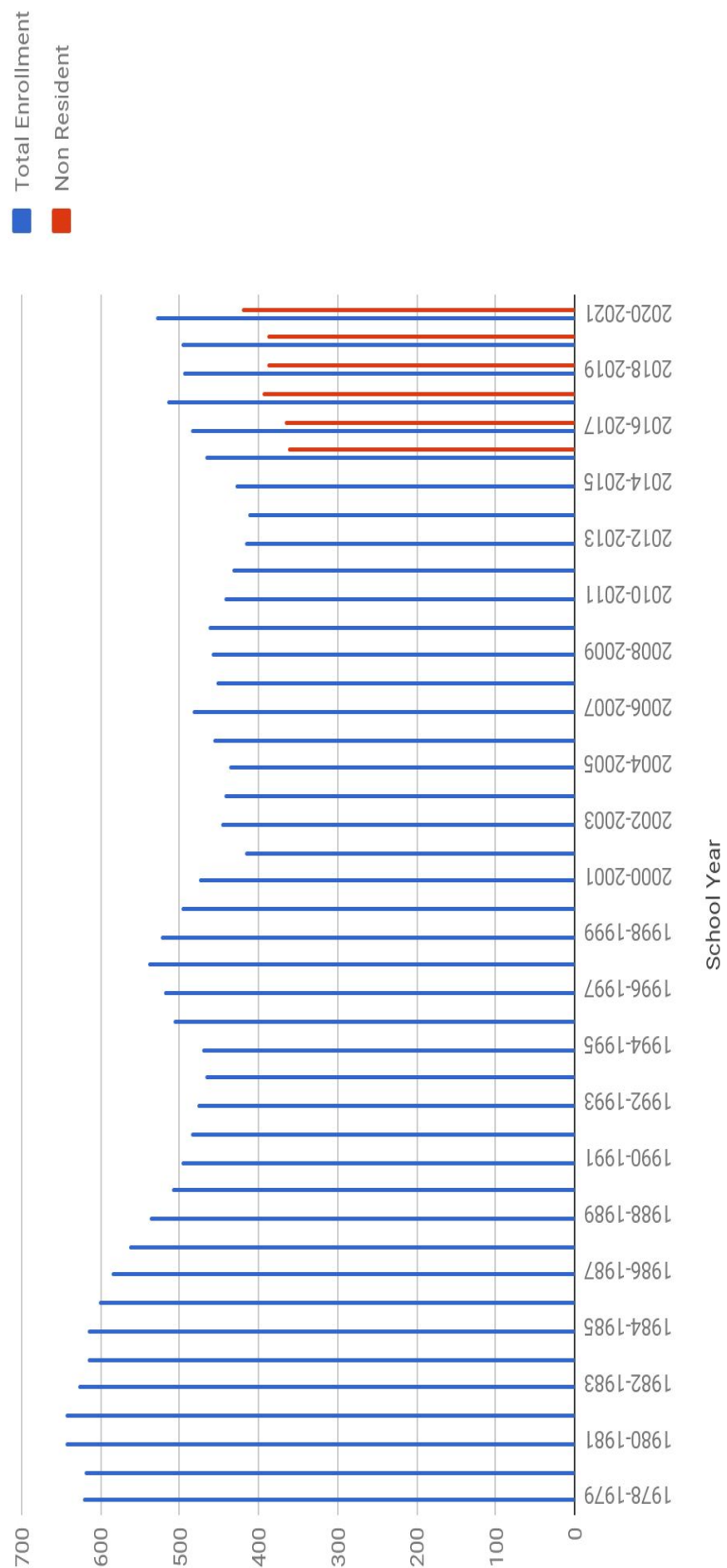
- Foster an understanding of the value of education so that students become lifelong learners
- Model an attitude of personal, professional, and institutional excellence
- Respect the diversity of our multicultural society by recognizing and affirming the inherent worth and dignity of all people
- Encourage non-traditional career path choices by actively working to eliminate racial, cultural, and gender biases
- Continually develop curricula that nurture students' self-esteem and inspire them to strive to reach their full potential
- Promote a positive, safe, structured, and challenging climate in which all students can succeed

# Goals

- **High Expectations**
  - Raise both technical and academic achievements of all students through core standards and project-based curriculum
- **Working Together**
  - Adopt a culture of unified purpose through active participation in school related activities such as program advisory committees, school council, sports, after school clubs, team meetings, and special events
- **Guidance and Support**
  - Bring all students, parents, and educators together to work toward a common purpose of assisting each student in setting and attaining academic and career goals
- **Learning Environment**
  - Instill a conscious sense of ownership and pride in the school environment through regular, systematic upgrading and maintenance of the grounds, physical plant, equipment, and instructional resources
- **Public Relations**
  - Increase public awareness of the value of Smith Vocational and Agricultural High School to the communities it serves
- **Technology**
  - Provide a comprehensive professional development program to assist staff in becoming proficient in the use of advanced technological tools to improve instruction, to reflect industry standards, and to increase student achievement



# Historical Enrollment: 1978-2021



# Student Demographics

Enrollment by Gender (2020-2021)		
	School	State
Male	305 (+25/ +8.9%)	467,362(-19,192/ -3.9%)
Female	222 (+6/ +2.8%)	443,625(-18,304/ -4.0%)
Non Binary	1 (+1/ +100%)	478 (+133/ +38.6%)
Total	528(+32/ +6.5%)	911,465(-37,363/ -3.9%)

# Student Demographics: Continued

Enrollment by Race/Ethnicity (2020-21)		
Race	% of School	% of State
African American	1.5% (+0.1%)	9.3% (+0.1%)
Asian	0.6% (+0.2%)	7.2% (+0.1%)
Hispanic	13.1% (NC)	22.3% (+0.7%)
Native American	0.0%(NC)	0.2% (NC)
White	83.1% (-0.4%)	56.7% (-1.2%)
Native Hawaiian, Pacific Islander	0.2% (+0.2%)	0.1% (NC)
Multi-Race, Non-Hispanic	1.5% (-0.1%)	4.1% (+0.2%)

## Selected Populations

Title	% of school	% of state
First Language not English	4.4% (+1.2%)	23.4% (+0.4%)
English Language Learner	3.4% (+2.4%)	10.5%(-0.3%)
Students with Disabilities	40.7% (NC)	18.7% (+0.3%)
High Needs	59.1% (+0.6%)	51.0% (+2.3%)
Economically Disadvantaged	35.4% (+2.9%)	36.6% (+3.8%)

# MCAS Results

ELA	Math	Science
2019: 45% Exceeding/Meeting 2020: NO TESTING	2019: 36% Exceeding/Meeting 2020: NO TESTING	2019: 59% Advanced/Proficient 2020: NO TESTING

# DESE Accountability Comparison

	Progress Towards Goals	Accountability Percentile
Northampton High School	NO DATA	NO DATA
McCann Tech	NO DATA	NO DATA
Franklin Tech	NO DATA	NO DATA
Westfield Tech	NO DATA	NO DATA
SVAHS	NO DATA	NO DATA
Pathfinder	NO DATA	NO DATA
Chicopee Comp	NO DATA	NO DATA
Putnam (No previous data)	NO DATA	NO DATA
Dean Tech (Merged)	NO DATA	NO DATA

# Plans of High School Graduates Class of 2020

<b>Plan</b>	<b>% of School</b>	<b>% of State</b>
4-Year Private College	4.5% (+0.4%)	27.8% (-0.7%)
4-Year Public College	12.7% (-0.3%)	30.0% (-1.2%)
2-Year Private College	0.0% (NC)	0.5% (-0.1%)
2-Year Public College	24.5% (-6.4%)	15.9% (-2.5%)
Other Post-Secondary	0.9% (+0.9%)	2.1% (+0.2%)
Apprenticeship	0.0% (NC)	0.5% (+0.1%)
Work	47.3% (+2.6%)	10.3% (+1.1%)
Military	2.7% (-3.0%)	1.7% (-0.4%)
Other	0.9% (+0.9%)	1.7% (+0.1%)
Unknown	6.4% (+4.8%)	9.6% (+4.4%)

# Post-Secondary Acceptances for Class of 2021

● American International College (AIC)	● Quinnipiac University
● Becker College	● Regis College
● Curry College	● Simmons University
● Elms College	● UMass, Boston
● Fisher College	● UMass, Amherst (Nursing)
● Framingham State University	● University of Bridgeport
● Keene State (Nursing)	● University of Hartford
● Massachusetts College of Pharmacy and Health Sciences (MCPHS)	● University of Maine
● Montana State University	● University of Maine at Augusta
● Mount Holyoke College	● University of Rhode Island
● Niagara University	● University of Vermont
● Penn State University	● Westfield State University (Nursing)



# Admissions Trend

Five year trend of applications:

School Year	# of Applicants
2016-2017	229
2017-2018	273
2018-2019	290
2019-2020	205
2020-2021	253

# Class of 2024 Admissions Data



## CVTE/Chapter 74 Waitlist Analysis Smith Vocational and Agricultural High

This page shows the number of students eligible for and applying to Grade 9, and their demographic breakdowns, across the application stages.

School Name

Search

☐ Roger L. Putnam Vocational T...

☐ Shawsheen Valley Vocational ...

☐ Silver Lake Regional High

☒ Smith Vocational and Agricul...

☐ So Shore Vocational Technica...

☐ Southeastern Regional Vocati...

☐ State

☐ Taconic High

☐ Tri-County Regional Vocation...

☐ Upper Cape Cod Vocational T...

☐ Westfield Technical Academy

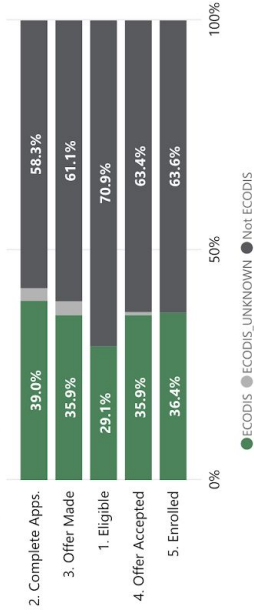
☐ Weymouth High School

☐ Whittier Regional Vocational

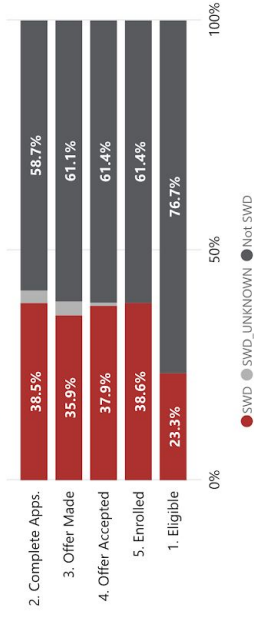
Grade 9 Seats:  
**150**

Stage	Total	Stud. of Color	White	ECODIS	Not ECODIS	SWD	Not SWD	EL	Not EL	FLNE	Not FLNE	Unknown
1. Eligible	206	56	150	60	146	48	158	10	196	19	187	0
2. Complete Apps.	218	50	162	85	127	84	128	11	201	12	200	6
3. Offer Made	198	40	152	71	121	71	121	9	183	10	182	6
4. Offer Accepted	145	29	115	52	92	55	89	9	135	10	134	1
5. Enrolled	140	29	111	51	89	54	86	9	131	10	130	0

### Economically Disadvantaged (ECODIS)



### Students with Disabilities (SWD)

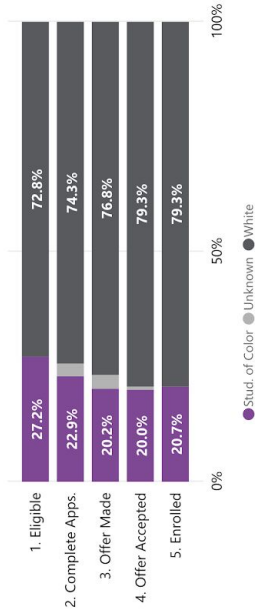


**Awareness Gaps** are gaps in the percentage of students eligible (or, in a catchment area) who **apply**.

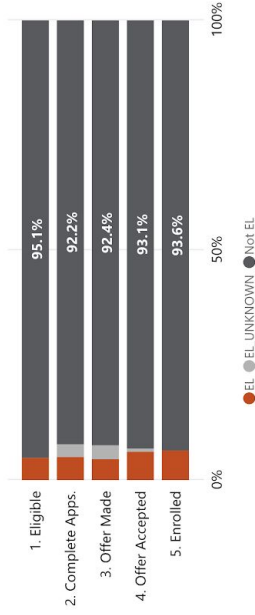
See more on  
Awareness Gap

See more on  
Opportunity Gap

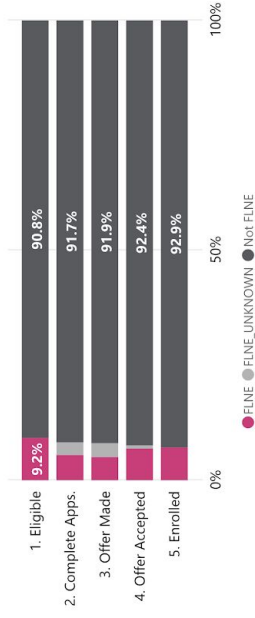
### Students of Color



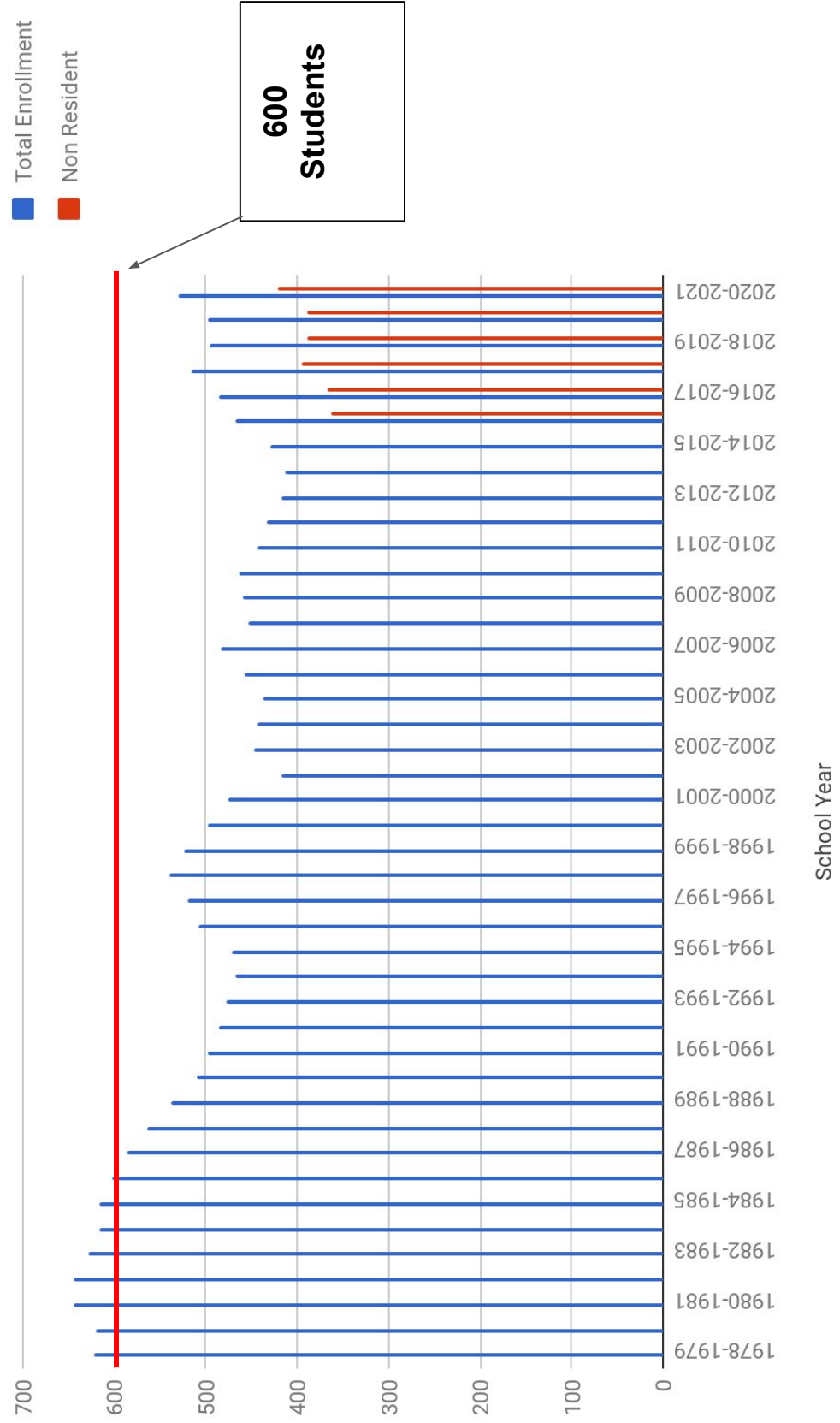
### English Learners (EL)



### First Language Not English (FLNE)



# Goal Enrollment



# Enrollment Projections

2020-2021 (531 Students)

Freshmen	145
Sophomores	146
Juniors	117
Seniors	123

2021-2022 ( 558 Students +27)

Freshmen	150
Sophomores	145
Juniors	146
Seniors	117

2022-2023 ( 591 Students +33)

Freshmen	150
Sophomores	150
Juniors	145
Seniors	146

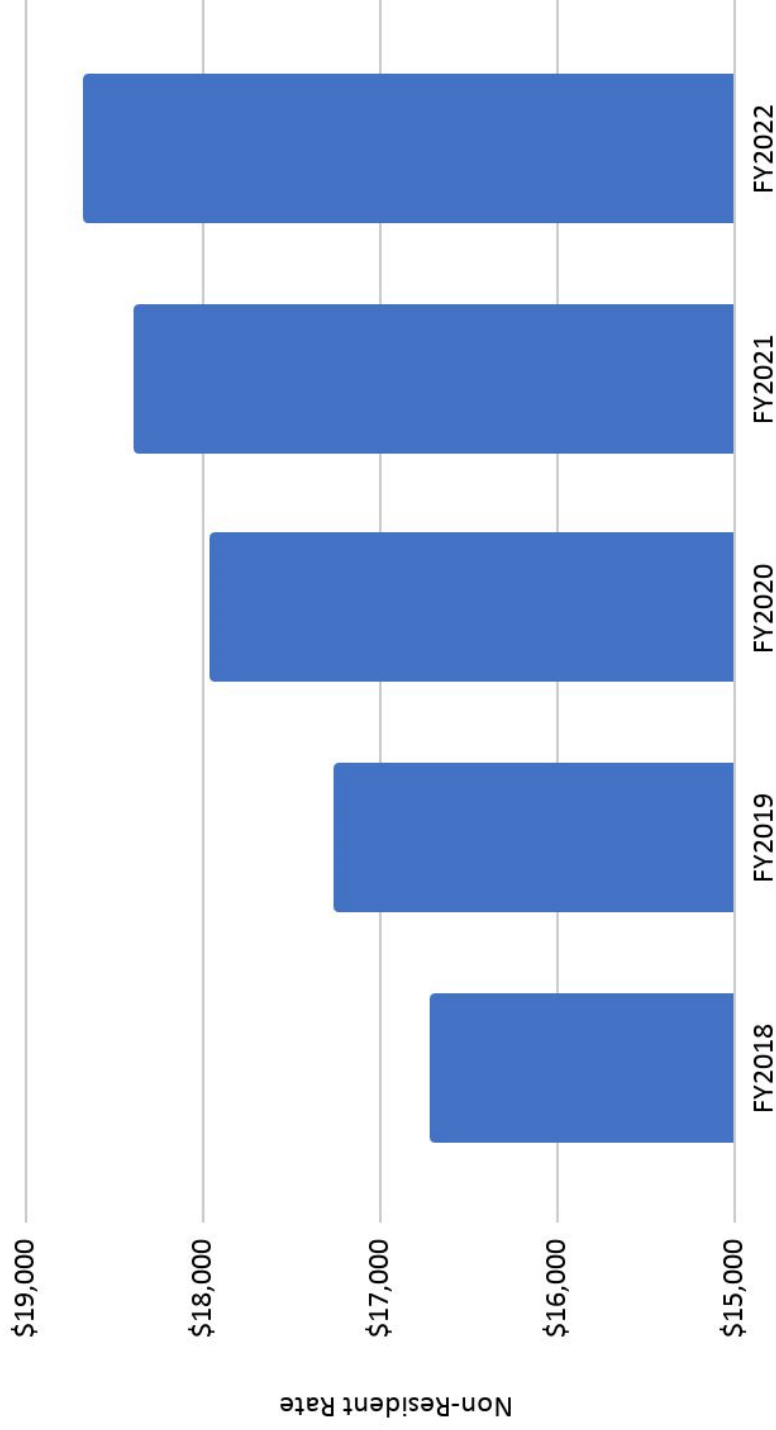
2023-2024 ( 595 Students +4)

Freshmen	150
Sophomores	150
Juniors	150
Seniors	145

## Budget Priorities

- Provide instructional stability during the COVID-19 pandemic and subsequent recovery
- Invest in student materials and supplies with increasing student population.
- Invest in capital projects that will enhance the overall climate and culture for all stakeholders.

# Historical Non-Resident Tuition Rates



***\*FY22 Tuition Rate: \$18,679 per DESE Recommendation\****

# Five Year Budget Comparison

Fiscal Year	Budget Amount	Increase / Decrease	Percentage
FY18	\$10,037,123	\$871,865	9.51%
FY19	\$10,359,137	\$322,014	3.21%
FY20	\$10,644,838	\$285,701	2.76%
FY21	\$11,391,798	\$746,960	7.02%
FY22	\$11,822,665	\$430,867	3.78%

\* Average increase 3.56% - Budget amount includes Indirect Costs paid to the city\*  
 \*FY18 included large tuition revolving transfer\*

## Budget Category Increases/Decreases

Budget Category	Percent Change	Comment
Textbooks	-23.49%	Reduced need for code books & pre-purchasing
Medical	-13.06%	Eliminate Per Diem Nurse while covering COVID-19 Nurse within ESSR Grants
Other/Licenses	-9.34%	
PD	-7.14%	
Guidance	-3.62%	Savings with recent personnel hire
Dept. Heads	-3.46%	DH stipend had been incorrectly double-budgeted in FY21
Instructional Materials	-1.79%	
Liability Insurance	-0.53%	
Building Security	0.00%	
Legal	0.00%	
Networking/Telecommunications	0.00%	



## Budget Category Increases/Decreases (Continued)

Budget Category	Percent Change	Comments
Grounds	0.00%	
Heating	0.00%	
Unemployment Insurance	0.00%	
Inst. Equipment/ Copiers	0.00%	
Separation (Retirements)	0.00%	
Trustees	0.09%	
Bldg Technology	0.84%	
Development	1.62%	
Principal	1.64%	
Student Activities	1.74%	
Guidance/SPED	2.50%	

## Budget Category Increases/Decreases (Continued)

Budget Category	Percent Change	Comments
Business/Finance	2.53%	
SPED	2.54%	
Librarianian	2.74%	
Paraprofessionals	2.86%	
Athletics	3.54%	
Specialists	3.89%	
Teacher Salaries	4.08%	
Substitutes	4.13%	
Superintendent	4.19%	NEASC Membership
HR	4.71%	
Utilities	6.21%	

## Budget Category Increases/Decreases (Continued)

Budget Category	Percent Change	Comments
Curriculum/Voc. Director	7.07%	Longevity
SVAHS Extra Maint.	9.10%	Continued Capital Improvements
Custodial	12.15%	1 Additional F.T.E due to COVID-19 Protocols, Large Equipment Maintain. Stipend
Maintenance of Equipment	14.29%	
Building Maintenance	16.00%	
DW General Supplies	91.12%	Increased costs of paper, true district expenses, potential unexpected costs with increased enrollment

# QUESTIONS, COMMENTS, CONCERNS?

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Org	Obj	Description	F2022 FTE	F2021 Approved	F2022 Approved	Grants / Other	Tuition Revolving
V0111000	511500	Salaries Clerical	3	\$ 10,000	\$ 10,000		
V0111000	519060	Trustee Stipends		\$ 15,000	\$ 15,000		
V0111000	542000	Supplies & Materials		\$ 350	\$ 400		
V0111000	571001	Travel		\$ 1,500	\$ 1,500		
V0111000	572100	Conference/Registrations		\$ 2,000	\$ 2,000		
V0111000	573000	Dues & Mbrshps		\$ 6,500	\$ 6,500		
V0111000	573010	Advisory Comm. Expenses		\$ 6,500	\$ 6,500		
V0111000	574004	Insurance Surcharges/Deductible		\$ 12,500	\$ 12,500		
<b>V0111000</b>		<b>Trustee subtotal</b>		<b>\$ 54,350</b>	<b>\$ 54,400</b>	<b>\$ -</b>	<b>\$ -</b>
V0121000	511100	Prof Salaries - Mgmt	1	\$ 122,606	\$ 125,671		
V0121000	511000	Salary - Clerical	1	\$ 58,061	\$ 59,512		
V0121000	511500	Clerical Salaries	0.25	\$ 12,832	\$ 13,153		
V0121000	514002	Longevity		\$ 1,575	\$ 1,575		
V0121000	542000	Office Supplies - General		\$ 1,500	\$ 1,500		
V0121000	571001	Travel		\$ 4,000	\$ 4,000		
V0121000	572100	Conference / Registration		\$ 1,100	\$ 1,100		
V0121000	573000	Dues & Mbrshps		\$ 5,000	\$ 5,000		
V0121000	578201	NEASC Accreditation		\$ 3,820	\$ 3,820		
<b>V0121000</b>		<b>Superintendent subtotal</b>		<b>\$ 206,674</b>	<b>\$ 215,331</b>	<b>\$ -</b>	<b>\$ -</b>
V0123000	511500	Clerk	0.25	\$ 9,853	\$ 10,509		
V0123000	530015	Public Relations		\$ 20,000	\$ 20,000		
V0123000	542000	Supplies & Materials					
V0123000	571001	Travel		\$ 200	\$ 200		
V0123000	573000	Dues & Mbrshps		\$ 10,500	\$ 10,500		
<b>V0123000</b>		<b>Development subtotal</b>		<b>\$ 40,553</b>	<b>\$ 41,209</b>	<b>\$ -</b>	<b>\$ -</b>
V0141000	511200	Prof Salaries	1	\$ 101,959	\$ 104,508		
V0141000	511500	Clerical Salaries	1	\$ 56,923	\$ 58,346		
V0141000	511500	Clerk	0.75	\$ 38,497	\$ 39,459		
V0141000	512500	Central Services chgback		\$ 3,348	\$ 3,448		
V0141000	514002	Longevity		\$ 2,700	\$ 3,075		
V0141000	530001	Contr Services-Audit		\$ 9,000	\$ 9,000		
V0141000	542000	Supplies		\$ 1,250	\$ 1,500		
V0141000	542000	DW Postage		\$ 750	\$ 750		
V0141000	571001	Travel		\$ 4,000	\$ 4,000		
V0141000	572100	Conference/Registrations		\$ 3,500	\$ 3,500		
V0141000	573000	Dues & Mbrshps		\$ 2,250	\$ 2,250		
<b>V0140000</b>		<b>Bus &amp; Fin subtotal</b>		<b>\$ 224,176</b>	<b>\$ 229,837</b>	<b>\$ -</b>	<b>\$ -</b>
V0142000	511500	Clerical Salaries	1	\$ 64,636	\$ 67,577		
V0142000	514002	Longevity			\$ 100		

Org	Obj	Description	F2022 FTE	F2021 Approved	F2022 Approved	Grants / Other	Tuition Revolving
V0142000	530006	Medical testing		\$ 300	\$ 300		
V0142000		<b>HR subtotal</b>		<b>\$ 64,936</b>	<b>\$ 67,977</b>	<b>\$ -</b>	<b>\$ -</b>
V0143000	530002	Contracted Serv-Legal		\$ 20,000	\$ 20,000		
V0143000	530022	Contracted Serv-Special Ed Legal		\$ 10,000	\$ 10,000		
V0143000		<b>SUBTOTAL</b>		<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>subtotal</b>	9.25	<b>\$ 620,690</b>	<b>\$ 638,754</b>	<b>\$ -</b>	<b>\$ -</b>
V2211020	511200	Prof Salaries Superv.	1	\$ 103,947	\$ 106,028		
V2211020	511500	Clerical Salaries	1	\$ 51,329	\$ 52,612		
V2211020	514002	Longevity		\$ 1,250	\$ 2,000		
V2211020	530021	CS:Translation		\$ 1,500	\$ 1,500		
V2211020	542000	Office Supplies-General		\$ 1,200	\$ 1,200		
V2211020	571001	Travel		\$ 1,500	\$ 1,500		
V2211020	573000	Dues & Mbrshps		\$ 1,500	\$ 1,500		
V2211020		<b>SPED subtotal</b>		<b>\$ 162,226</b>	<b>\$ 166,340</b>	<b>\$ -</b>	<b>\$ -</b>
V5211000	511200	Prof Salary	2	\$ 182,174	\$ 194,730		
V5211000	514002	Longevity		\$ 1,500	\$ 2,250		
V5211000	551000	Supplies & Materials		\$ 500	\$ 500		
V5211000	571001	Travel - Curr Dir		\$ 750	\$ 750		
V5211000		Travel - Voc Dir		\$ 750	\$ 750		
V5211000	572100	Conference/Registrations - Curr Dir		\$ 500	\$ 500		
V5211000		Conference/Registrations - Voc Dir		\$ 500	\$ 500		
V5211000	573000	Dues & Mbrshps - Curr Dir		\$ 750	\$ 750		
V5211000		Dues & Mbrshps - Voc Dir		\$ 750	\$ 750		
V5211000		<b>Curriculum subtotal</b>		<b>\$ 188,174</b>	<b>\$ 201,480</b>	<b>\$ -</b>	<b>\$ -</b>
Vx2210xx		<b>Sped + Curr 2110 subtotal</b>		<b>\$ 350,400</b>	<b>\$ 367,820</b>	<b>\$ -</b>	<b>\$ -</b>
V5221000	511100	Prof Salaries- Mgmt	1	\$ 106,641	\$ 109,307		
V5221000	511200	Prof Salaries - Superv.	1	\$ 96,445	\$ 98,376		
V5221000	511300	Security Officer	1	\$ 50,293	\$ 51,300		
V5221000	512300	Behavior Support	1	\$ 40,793	\$ 41,813		
V5221000	511500	Clerical Salaries	1.5	\$ 67,275	\$ 68,956		
V5221000	514002	Longevity		\$ 1,750	\$ 1,750		
V5221000	519060	Stipend		\$ 500	\$ 500		
V5221000	530021	Cont Serv-Translations		\$ 500	\$ 500		
V5221000	542000	Supplies & Materials		\$ 1,000	\$ 1,000		
V5221000	551016	Graduation		\$ 1,500	\$ 1,500		
V5221000	551000	Edu materials		\$ 4,500	\$ 2,500		
V5221000	558000	Other Supplies		\$ 500	\$ 500		

Org	Obj	Description	F2022 FTE	F2021 Approved	F2022 Approved	Grants / Other	Tuition Revolving
V5221000	571001	Travel		\$ 4,500	\$ 4,500		
V5221000	572100	Conference/Registrations		\$ 3,000	\$ 3,000		
V5221000	573000	Dues & Mbrshps		\$ 1,000	\$ 1,000		
V4422532	531000	Security		\$ 5,000	\$ 5,000		
<b>V0221000</b>		<b>Principal &amp; Vice Prin</b>		<b>\$ 385,197</b>	<b>\$ 391,502</b>	<b>\$ -</b>	<b>\$ -</b>
V4225032	511200	Prof Salary	1	\$ 88,394	\$ 89,631		
V4225032	511300	Technician	1	\$ 50,488	\$ 51,750		
V4225032	514002	Longevity		\$ 750	\$ 850		
V4225032	528000	Software - Admin		\$ 59,000	\$ 50,000		
V4245532	528000	Software - Instructional		\$ 35,000	\$ 44,000		
V4225032	530000	Contr Services - DW		\$ 3,600	\$ 3,600		
V4225032	530004	Technology Services - DW		\$ 6,000	\$ 6,000		
V4225032	571001	Travel		\$ 1,500	\$ 1,500		
V4225032	572100	Conference/Registration		\$ 2,000	\$ 2,000		
V4245332	551200	Instructional Equip (All Tech)		\$ 5,500	\$ 5,500		
V4245132	587014	Tech Equipment - Replacement		\$ 49,900	\$ 30,000		
V4225032	585014	Tech Equipment - DW		\$ 23,500	\$ 38,000		
<b>V4225032</b>		<b>Bldg Tech</b>		<b>\$ 320,132</b>	<b>\$ 322,831</b>	<b>\$ -</b>	<b>\$ -</b>
V5230500	511400	<i>school wide</i>		\$ 20,000	\$ 20,000		
V5230501	511400	Science / Engineering	5	\$ 311,784	\$ 340,745		
V5230502	511400	English	5	\$ 381,210	\$ 364,792		
V5230503	511400	History	3	\$ 202,076	\$ 209,456		
V5230504	511400	Math	5	\$ 343,916	\$ 324,779		
V5230513	511400	PE/Health	3	\$ 149,208	\$ 159,809		
V5230536	511400	Animal Science	2	\$ 147,821	\$ 154,710		
V5230537	511400	Collision Repair	1	\$ 70,355	\$ 72,109		
V5230537	519060	Stipends		\$ 2,000	\$ 2,000		
V5230538	511400	Automotive Tech	2	\$ 128,134	\$ 133,880		
V5230539	511400	Carpentry	1.5	\$ 100,406	\$ 113,457		
V5230541	511400	Cosmetology	2	\$ 152,548	\$ 156,536		
V5230542	511400	Culinary Arts	3	\$ 193,842	\$ 211,292		
V5230543	511400	Electrical	3	\$ 206,966	\$ 214,719		
V5230544	511400	Forestry/Horticulture	2	\$ 154,088	\$ 157,935		
V5230545	511400	Graphic Communications	1	\$ 78,114	\$ 80,067		
V5230545	519060	Graphic summer		\$ 4,000	\$ 4,000		
V5230546	511400	Health Technology	2	\$ 136,365	\$ 149,817		
V5230548	511400	Manufacturing Tech	2	\$ 130,992	\$ 144,418		
V5230549	511400	Plumbing	3	\$ 229,252	\$ 234,923		
V5230550	511400	Ag Mechanics	2	\$ 126,302	\$ 141,352		
V5230551	511400	Cabinet Making	1.5	\$ 108,633	\$ 113,988		
V5230552	511400	Criminal Justice	2	\$ 138,351	\$ 144,789		

Org	Obj	Description	F2022 FTE	F2021 Approved	F2022 Approved	Grants / Other	Tuition Revolving
V5230506	511400	Foreign Language	1	\$ 62,268	\$ 66,693		
V5230512	511400	Art	1	\$ 67,991	\$ 75,020		
V5xxxxxx		Longevity		\$ 49,250	50,500.00		
		Dual license		\$ 19,200	\$ 19,200		
		Curr Writing			\$ 3,600		
Vx2305xx		<i>Teacher Salaries</i>		<b>\$ 3,713,071</b>	<b>\$ 3,864,585</b>	<b>\$ -</b>	<b>\$ -</b>
		<i>Subtotal</i>					
V2231020	511400	SPED Specialists	6	\$ 432,380	\$ 450,899		
V2280020	511400	Sch Psychologist	1	\$ 86,833	\$ 89,004		
V2231020	519060	Home & Health/tutoring - Sped		\$ 2,500	\$ 2,500	\$ 31,500	
V5231000	519060	Home & Health/tutoring		\$ 5,000	\$ 5,000		
V5231000	519060	AfterSchool/credit rec		\$ 5,000	\$ 5,000	\$ 8,400	
V2231020		<i>Teacher Specialists</i>		<b>\$ 531,713</b>	<b>\$ 552,403</b>	<b>\$ 39,900</b>	<b>\$ -</b>
V2212020	511400	SPED		\$ 3,431	\$ 3,431		
V2231520	519060	SPED		\$ 3,431			
V1212001	511400	Science		\$ 3,431	\$ 3,431		
V1212002	511400	English		\$ 3,431	\$ 3,431		
V1212003	511400	History		\$ 3,431	\$ 3,431		
V1212004	511400	Math		\$ 3,431	\$ 3,431		
V1212013	511400	PE/Health		\$ 3,431	\$ 3,431		
V1212025	511400	Guidance		\$ 3,431	\$ 3,431		
V1212035	511400	Humanities		\$ 4,261	\$ 4,261		
V1212036	511400	AN Science		\$ 4,261	\$ 4,261		
V1212037	511400	Collision Repair		\$ 4,261	\$ 4,261		
V1212038	511400	Automotive		\$ 4,261	\$ 4,261		
V1212039	511400	Carpentry		\$ 4,261	\$ 4,261		
V1212041	511400	Cosmetology		\$ 4,261	\$ 4,261		
V1212042	511400	Culinary Arts		\$ 4,261	\$ 4,261		
V1212043	511400	Electrical		\$ 4,261	\$ 4,261		
V1212044	511400	Forestry		\$ 4,261	\$ 4,261		
V1212045	511400	Graphic Communications		\$ 4,261	\$ 4,261		
V1212046	511400	Health Technology		\$ 4,261	\$ 4,261		
V1212048	511400	Manufacturing Technologies		\$ 4,261	\$ 4,261		
V1212049	511400	Plumbing		\$ 4,261	\$ 4,261		
V1212050	511400	Agi Mech		\$ 4,261	\$ 4,261		
V1212051	511400	Cabinet Making		\$ 4,261	\$ 4,261		
V1212052	511400	Criminal Justice		\$ 4,261	\$ 4,261		
V1212054	511400	Engineering		\$ 3,431	\$ 3,431		
V5231500		<i>Dept Heads &amp; Team Chair</i>		<b>\$ 99,055</b>	<b>\$ 95,624</b>	<b>\$ -</b>	<b>\$ -</b>
V5232500	511300	Substitutes/Para	1.75	\$ 54,801	\$ 58,305		
V5232500	512410	Substitutes - short term (-30 days)		\$ 30,000	\$ 30,000		



Org	Obj	Description	F2022 FTE	F2021 Approved	F2022 Approved	Grants / Other	Tuition Revolving
V5232500		<b>Subst Subtotal</b>		<b>\$ 84,801</b>	<b>\$ 88,305</b>	<b>\$ -</b>	<b>\$ -</b>
V2233020	511300	Para SPED	1	\$ 25,241	\$ 26,777		
V2233020	511300	Para SPED G240	4			\$ 126,156	
V2233020	511300	Para Title I	3			\$ 80,331	
V5233045	511300	Para - Graphic	1	\$ 41,011			
V5233045	512000	Voc Asst - Graphic			\$ 42,037		
V5233046	512000	Voc Asst - Health Tech	1	\$ 40,793	\$ 41,813		
V5233036	512000	Voc Asst - Animal Science	1	\$ 41,011	\$ 41,813		
V5233037	512000	Voc Asst - Collision Repair	1	\$ 40,793	\$ 41,813		
V5233000		<b>Para Prof. Subtotal</b>		<b>\$ 188,849</b>	<b>\$ 194,253</b>	<b>\$ 206,487</b>	<b>\$ -</b>
V5234035	511400	Librarian	1	\$ 78,514	\$ 80,667		
V5234035		<b>Salaries-Library</b>		<b>\$ 78,514</b>	<b>\$ 80,667</b>	<b>\$ -</b>	<b>\$ -</b>
V5235600	519060	PD Stipends		\$ 5,500	\$ 5,500	\$ 21,500	
V5235600	571001	Other TRV_Conf exp		\$ 24,000	\$ 24,000	\$ 52,363	
V5235600	578203	Prof Dev (Unit H)		\$ 2,500	\$ 2,500		
V5235600	578203	Prof Dev (Unit D)		\$ 10,000	\$ 7,000		
V5235700		<b>PD Subtotal</b>		<b>\$ 42,000</b>	<b>\$ 39,000</b>	<b>\$ 73,863</b>	<b>\$ -</b>
V5241002	551002	English			\$ 950		
V5241004	551002	Math			\$ 2,910		
V5241006	551002	Foreign Language		\$ 300	\$ 250		
V5241013	551002	PE/Health		\$ 55	\$ 71		
V5241038	551002	Automotive		\$ 550			
V5241041	551002	Cosmetology		\$ 1,800	\$ 3,006		
V5241042	551002	Culinary Arts			\$ 2,883		
V5241043	551002	Electrical		\$ 7,718			
V5241046	551002	Health Technology		\$ 550	\$ 1,050		
V5241049	551002	Plumbing		\$ 4,365	\$ 4,365		
V5241050	551002	AG Mechanics		\$ 4,000			
V5241051	551002	Cabinet		\$ 500	\$ 450		
V5241052	551002	Criminal Justice		\$ 1,737	\$ 572		
V5241000		<b>Textbooks Subtotal</b>		<b>\$ 21,575</b>	<b>\$ 16,507</b>	<b>\$ -</b>	<b>\$ -</b>
V5241500	551009	All shop non distributed other inst mat		\$ 9,000	\$ 9,000	\$ 16,678	
V2241520	551009	SPED		\$ 500	\$ 500		
V5241501	551009	Science		\$ 3,770	\$ 1,000		
V5241502	551009	English/ELL		\$ 1,200	\$ 1,200		
V5241503	551009	History/Soc Studies		\$ 900	\$ 900		
V5241504	551009	Math		\$ 4,400	\$ 2,000		
V5241506	551009	Foreign Language		\$ 1,000	\$ 1,000		

Org	Obj	Description	F2022 FTE	F2021 Approved	F2022 Approved	Grants / Other	Tuition Revolving
V5241512	551009	Art		\$ 5,500	\$ 6,000		
V5241513	551009	PE		\$ 3,800	\$ 3,800		
	551009	Health		\$ 1,700	\$ 1,700		
V5241536	558000	AG Farm - Other Supplies		\$ 60,000	\$ 60,000		
V5241535	558008	Library		\$ 4,250	\$ 4,250		
V5241536	551009	AG Animal Science		\$ 8,000	\$ 8,000		
V5241537	551009	Collision Repair		\$ 10,500	\$ 10,500		
V5241538	551009	Automotive		\$ 4,000	\$ 4,000		
V5241539	551009	Carpentry		\$ 6,000	\$ 6,000		
V5241541	551009	Cosmetology		\$ 7,000	\$ 7,000		
V5241542	551009	Culinary Arts		\$ 20,000	\$ 20,000		
V5241543	551009	Electrical		\$ 22,000	\$ 24,000		
V5241544	551009	Horticulture/Forestry		\$ 11,000	\$ 11,000		
V5241545	551009	Graphic Communications		\$ 13,500	\$ 13,500		
V5241546	551009	Health Technology		\$ 12,000	\$ 12,000		
V5241548	551009	Manufacturing Technologies		\$ 16,000	\$ 15,500		
V5241549	551009	Plumbing		\$ 24,000	\$ 24,000		
V5241550	551009	AG Mechanics		\$ 10,000	\$ 10,000		
		Ag Cluster		\$ 1,200	\$ 1,200		
V5241554	551009	Engineering		\$ 12,000	\$ 10,000		
V5241551	551009	Cabinet Making		\$ 8,000	\$ 8,000		
V5241552	551009	Criminal Justice		\$ 7,000	\$ 7,000		
V5241500		Inst Materials		\$ 288,220	\$ 283,050	\$ 16,678	\$ -
V5242000	527006	R&L Copiers/student copies/paper		\$ 49,000	\$ 49,000		
V5242000	551200	Sch Wide/Safety/Perkins				\$ 82,036	
V5242000		Inst Equip-copiers		\$ 49,000	\$ 49,000	\$ 82,036	\$ -
V5243000	551000	DW general supplies		\$ 11,511	\$ 22,000		
V5243000		Edu\ Supplies		\$ 11,511	\$ 22,000	\$ -	\$ -
V5244013	573000	Dues & Mbrshps-PE		\$ 250	\$ 250		
V5244035	573000	Dues & Mbrshps-Library		\$ 275	\$ 275		
V5244042	573000	Dues & Mbrshps-Culinary		\$ 750	\$ 950		
V5244044	578005	Prof Lic/Cert - Horticulture/Forestry		\$ 500	\$ 200		
V5244046	573000	Dues & Mbrshps - Health Tech		\$ 350	\$ 590		
V5244046	578005	Lic/Cert: STUDENTS Health		\$ 4,200	\$ 2,572		
V5244049	573000	Dues & Mbrshps - Plbg		\$ 165	\$ 165		
V5241536	578005	Lic/Cert - An Science		\$ 500			
V5241536	573000	Dues & Mbrshp - An Science		\$ 150			
V5241538	578005	Lic/Cert-Auto		\$ 836	\$ 836		
V5241538	578005	Lic/Cert-Auto		\$ 570	\$ 570		

Org	Obj	Description	F2022 FTE	F2021 Approved	F2022 Approved	Grants / Other	Tuition Revolving
V5241541	578005	Lic/Cert - Cosmo		\$ 300	\$ 1,950		
V5241543	578005	Prof Lic/Cert - Electrical		\$ 1,875	\$ 1,875		
V5244049	578005	Prof Lic/Cert - Plumb		\$ 990	\$ 1,160		
V5244051	573000	Due & Mbrships-Carp		\$ 500			
V5244051	578005	Prof Lic/Cert - Carp		\$ 500			
V5244052	573000	Due & Mbrships-CJ		\$ 2,445	\$ 2,347		
V5244000		<b>Other</b>		<b>\$ 15,156</b>	<b>\$ 13,740</b>	<b>\$ -</b>	<b>\$ -</b>
V2271020	511400	Salaries Prof	2	\$ 151,548	\$ 155,336		
V2271020		<b>Guid Sped subtotal</b>		<b>\$ 151,548</b>	<b>\$ 155,336</b>	<b>\$ -</b>	<b>\$ -</b>
V5271025	511400	3 Guid +15 per diem	3	\$ 232,736	\$ 220,322		
V5271025	511200	Coop.Coord 50%	0.5	\$ 43,723	\$ 44,816		
V5271025	514002	Longevity		\$ 2,250	\$ 1,250		
V5271025	511500	Clerical Salaries	0.5	\$ 25,665	\$ 26,306		
V5271025	519060	Stipend		\$ 1,000	\$ 1,000		
V5271025	542000	Gen Supplies		\$ 1,000	\$ 1,000		
V5271025	571001	Travel		\$ 1,500	\$ 1,500		
V5271025	572100	Conference/Registrations		\$ 1,000	\$ 1,500		
V5271025		<b>Guid Reg subtotal</b>		<b>\$ 308,873</b>	<b>\$ 297,694</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>Sped * Reg</b>		<b>\$ 460,421</b>	<b>\$ 453,030</b>	<b>\$ -</b>	<b>\$ -</b>
V2272020	511400	<b>SPED testing +supplies</b>				<b>\$ 6,813</b>	
		<b>subtotal</b>	92.25	<b>\$ 6,639,615</b>	<b>\$ 6,834,317</b>	<b>\$ 425,777</b>	<b>\$ -</b>
V0320053	511400	Prof Salaries	1	\$ 79,915	\$ 83,610		
V0320053	512410	per diem Nurse		\$ 17,861			
V0320053	531000	Contractual Services		\$ 5,253	\$ 4,800		
V0320053		CPR for staff		\$ 992	\$ 1,500		
V0320053	550000	Supplies		\$ 3,000	\$ 3,000		
V0320053	573000	Travel& Other.Dues,etc		\$ 1,000	\$ 1,000		
V0320053		<b>Medical Services</b>		<b>\$ 108,021</b>	<b>\$ 93,910</b>	<b>\$ -</b>	<b>\$ -</b>
V0330000		<b>Transportation</b>					
V0351028	519060	Unit D-coaches		\$ 93,116	\$ 99,532		
V0351028	511200	Athletic Director 50%	0.5	\$ 43,723	\$ 44,816		
V0351028	514002	Longevity		\$ 1,000	\$ 1,000		
V0351028	519060	Stipend		\$ 4,320	\$ 4,320		
V0351028	531000	Contracted Serv-Officials/Police/Co-op		\$ 32,000	\$ 32,000		
V0351028	531007	Contracted Serv-inspection		\$ 1,500	\$ 1,500		
							\$ 150,493

Org	Obj	Description	F2022 FTE	F2021 Approved	F2022 Approved	Grants / Other	Tuition Revolving
V0351028	551006	Supplies: uniforms		\$ 20,000	\$ 20,000		
V0351028	551000	Equipment & repair		\$ 20,000	\$ 20,000		
V0351028	558000	Banquet/Other		\$ 6,300	\$ 6,300		
V0351028	571001	Travel - game buses		\$ 40,000	\$ 40,000		
V0351028	573000	Dues & Memberships/PD		\$ 8,450	\$ 10,525		
<b>V0351000</b>		<b>Athletics subtotal</b>		<b>\$ 270,409</b>	<b>\$ 279,993</b>	<b>\$ -</b>	<b>\$ -</b>
V0352000	519060	Advisor Salaries Unit D		\$ 42,140	\$ 43,685		
V0352000	551000	Principal Assemblies, (Awards)		\$ 2,500	\$ 2,500		
V0352000	558000	Other Supplies		\$ 2,500	\$ 2,500		
V0352000	571001	Travel DW		\$ 700	\$ 700		
V0352000	571002	Travel & Other, FFA		\$ 20,000	\$ 20,000		
V0352000	571003	Travel - Skills USA		\$ 20,000	\$ 20,000		
V0352000	551013	Travel & Other, Natl Honor Society		\$ 1,000	\$ 1,000		
<b>V0352000</b>		<b>Student Activity subtotal</b>		<b>\$ 88,840</b>	<b>\$ 90,385</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>subtotal</b>	1.5	<b>\$ 467,269</b>	<b>\$ 464,287</b>	<b>\$ -</b>	<b>\$ 150,493</b>
V0411000	511200	Prof Salaries	1	\$ 88,394	\$ 90,604		
V0411000	511300	Operational Salaries	6	\$ 224,654	\$ 274,250		
V0411000	512300	Salaries: Temp (summer help)		\$ 20,000	\$ 22,000		
V0411000	513000	OT		\$ 3,500	\$ 5,000		
V0411000	513002	Snow Plow		\$ 2,000	\$ 2,500		
V0411000	514002	Longevity		\$ 7,600	\$ 7,600		
V0411000	514003	Weekend Security Callback		\$ 5,779	\$ 5,925		
V0411000	519060	Large Equipment Maintain		\$ 32,000	\$ 10,000		
V0411000	545000	R&M Custodial Supplies		\$ 4,000	\$ 32,000		
V0411000	558007	Uniforms & Other Clothing +boots		\$ 250	\$ 4,000		
V0411000	571001	Travel		\$ 250	\$ 250		
V0411000	578005	Prof Licenses/Cert		\$ 500	\$ 500		
V5411036	511300	Farm Technicians	3	\$ 160,750	\$ 161,389		
V5411036	514002	Longevity		\$ 200	\$ 200		
V5411036	519060	Farm Tech Stipend		\$ 5,000	\$ 5,000		
V5411036	578005	Prof Licenses/Cert		\$ 250	\$ 250		
<b>V0411000</b>		<b>Custodial subtotal</b>		<b>\$ 554,127</b>	<b>\$ 621,468</b>	<b>\$ -</b>	<b>\$ -</b>
V0412000	521101	Natural Gas		\$ 100,000	\$ 100,000		
V0412000	521102	Propane Gas		\$ 6,000	\$ 6,000		
V0412000	521103	OIL		\$ 18,000	\$ 18,000		
V0412000	524012	R&M HVAC Equip		\$ 8,000	\$ 8,000		
<b>V0412000</b>		<b>Heating subtotal</b>		<b>\$ 132,000</b>	<b>\$ 132,000</b>	<b>\$ -</b>	<b>\$ -</b>
V0413000	519015	Cell phone reimbursement		\$ 3,000	\$ 3,000		

Org	Obj	Description	F2022 FTE	F2021 Approved	F2022 Approved	Grants / Other	Tuition Revolving
V0413000	521001	Electricity		\$ 120,000	\$ 120,000		
V0413000	523001	Water		\$ 20,000	\$ 21,000		
V0413000	523002	Sewer		\$ 25,000	\$ 25,000		
V0413000	523003	Storm Drain		\$ 15,500	\$ 16,000		
V0413000	529003	Trash Removal		\$ 12,000	\$ 12,000		
V0413000	534100	R&M Comm Equip		\$ 10,000	\$ 16,000		
V0413000	548001	Gasoline/Diesel		\$ 15,000	\$ 18,000		
V0413000		<i>Utilities subtotal</i>		\$ 217,500	\$ 231,000	\$ -	\$ -
V0421000	524002	R&M Grounds		\$ 7,500	\$ 7,500		
V0421000	524016	R&M Street Paving		\$ 12,000	\$ 12,000		
V0421000	546000	<i>Grounds keeping supplies</i>		\$ 5,000	\$ 5,000		
V0421000		<i>Grounds Sup</i>		\$ 24,500	\$ 24,500	\$ -	\$ -
V0422000	524023	R&M Fire Equipment		\$ 4,000	\$ 4,500		
V0422000	543000	B&Equip Repairs/replacement		\$ 55,000	\$ 60,000		
V0422000	543002	R&M Plumbing		\$ 5,000	\$ 5,000		
V0422000	543006	R&M Electrical		\$ 15,000	\$ 20,000		
V0422000	543009	Doors		\$ 8,500	\$ 8,500		
V0422000	531007	Contracted Inspect		\$ 12,500	\$ 18,000		
V0422000		<i>Bldg Maint. subtotal</i>		\$ 100,000	\$ 116,000	\$ -	\$ -
V0422500	524001	<i>Bldg Security</i>		\$ 10,000	\$ 10,000	\$ -	\$ -
V0423000	524012	R&M HVAC Equip		\$ 20,000	\$ 26,000		
V0423000	524019	R&M Educational		\$ 5,500	\$ 5,500		
V0423000	548006	Parts and Accessor		\$ 16,500	\$ 16,500		
V0423000		<i>Maint of Equipment</i>		\$ 42,000	\$ 48,000	\$ -	\$ -
V0430000	589000	SVAHS Ext Maint.		\$ 110,531	\$ 120,589		
V4440032	543013	supplies		\$ 18,500	\$ 18,500		
V4440032		<i>Networking &amp; Telecomm</i>		\$ 18,500	\$ 18,500	\$ -	\$ -
		<i>subtotal</i>	10	\$ 1,209,158	\$ 1,322,057	\$ -	\$ -
V0515000	519600	<i>Separation Cost (retirements)</i>		\$ 10,000	\$ 10,000	\$ -	
V0520000	519300	<i>Unempl Insurance</i>		\$ 50,000	\$ 50,000	\$ -	\$ -
V0526000	574004	Public Employee Liability		\$ 3,278	\$ 3,377		
V0526000	574107	Athletic liability		\$ 4,635	\$ 4,100		

Org	Obj	Description	F2022 FTE	F2021 Approved \$	F2022 Approved \$	Grants / Other	Tuition Revolving
V0526000	574104	Off campus * health student liab		\$ 2,060	\$ 2,122		
		subtotal	113	\$ 69,973	\$ 69,599	\$ -	\$ -
		Munis Grand Total		\$ 9,006,705	\$ 9,329,014	\$ 425,777	\$ 150,493
				Difference	\$ (0)		\$ 9,905,284
		SPED Entitlement				Estimated	
		Title I				189,119	
		Title IIA				\$ 103,854	
		Title IV				\$ 16,439	
		Perkins				\$ 10,000	
						\$ 95,045	
		274 Grant				\$ 11,320	
						\$ 425,777	

# SMITH VOCATIONAL AND AGRICULTURAL HIGH SCHOOL

## Budget Summary

F2021-2022



### Revenue Sources

	21.FTE Budget	2021 Rate	2021 Total	22.FTE Budget	2022 Rate	2022 Total
Tuition-BASE	400	\$18,400	\$7,360,000	408	\$18,679	\$7,621,032
Tuition-SPED		\$140,000	\$140,000		\$140,000	\$140,000
subtotal Tuition			\$7,500,000			\$7,761,032
School Choice Chapter 70			\$ 916,415		\$ 916,505	
Smith Charities			\$ 6,500		\$ 6,500	
Add Contribution for NSS			\$ 583,790		\$ 644,977	
			\$ 9,006,705		\$ 9,329,014	
			MUNIS			MUNIS
Indirect Cost (Sch 19)			\$ 1,824,286		\$ 1,917,381	
Grants anticipated Tuition Revolving City Addl appropriation			\$ 414,379 \$ 146,109		\$ 425,777 \$ 150,493	
<b>Total Revenue</b>			<b>\$11,391,479</b>			<b>\$11,822,665</b>
<b>Expenses</b>						
City addl Appropriation MUNIS APPROPRIATION			\$ 9,006,705		\$ 9,329,014	
Indirect Cost (Sch 19)			\$ 1,824,286		\$ 1,917,381	
Grants anticipated Tuition Revolving			\$ 414,379 \$ 146,109		\$ 425,777 \$ 150,493	
<b>Total Expenses</b>			<b>\$11,391,479</b>			<b>\$11,822,665</b>

# Debt Service

## **Introduction:**

The city must annually appropriate funds to service the debt obligations related to capital improvements in municipal and school facilities. Debt service includes projects that were specifically "debt excluded" such as the police station. It also includes other capital projects which are funded through borrowing and paid for using funds within the levy limit. The city regularly invests in the maintenance of capital assets that support the delivery of services to residents. These assets include buildings and related maintenance and utility systems; public infrastructure such as roads, bridges, and sidewalks; water and sewer treatment plants and delivery systems; equipment; technology; and department vehicles.

The city's debt management policy guideline for General Fund debt is that net direct debt should not exceed 10% of its total General Fund operating revenues. In FY2022, our net direct debt service is \$5,061,625, which represents 4.8% of our General Fund operating revenue. Net direct debt is the total debt minus self-supporting debt (debt that is paid from separate revenue sources, such as the Community Preservation Act Fund). Another benchmark is that the portion of levy supported debt service should not exceed 5% of net General Fund operating revenues. In FY2022, levy supported debt is \$4,344,750, which represents 4.1% of its net General Fund operating revenue.

## **Debt Excluded Projects:**

The city currently has only one project that is debt excluded – the police station. This is the debt service related to the \$10 million that was debt excluded. There was additional debt for the project in the amount of \$7,567,000 which has been paid within the levy supported debt. The total project cost was \$17,567,000. The police station was bonded in 2012 and payments will be made until 2032. Debt excluded payments on the police station in FY2022 total \$620,476. The projects that have been completely paid for are the J.F.K. Middle School renovation, the Northampton High School renovation and the construction of the fire station.

## **FY2022 Budget Information**

The FY2022 General Fund budget shows an increase in debt service of \$587,712. The reasons for the increase are 1) borrowing associated with the FY2021 Capital Improvement Program was postponed until FY2022 and 2) new borrowing associated with the FY2022 Capital Improvement Program. Total General Fund debt service in FY2022 is \$5,311,700; however net direct General Fund debt service is \$5,061,625. This is because the Community Preservation Act (CPA) Fund will pay a total of \$250,075 in debt service in FY2022 for the following: \$66,075 for the Bean Allard Farm Project, \$106,200 for the Florence Fields Project, and \$77,800 for Pulaski Park – Phase II. This brings the General Fund debt service down to a total of \$5,061,625.



GENERAL FUND DEBT FY2018 - FY2022							
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Estimated FY2022	Dollar Change FY21-22	% Change FY21-22
<b>DEBT SERVICE</b>							
Long-Term Bonds Principal	4,269,100	4,923,850	5,029,900	3,591,700	4,111,300	519,600	14.47%
Long-Term Bonds Interest	1,013,920	993,644	972,790	837,212	905,325	68,112	8.14%
Temporary Bonds/Pay Downs	-	-	-	45,000	45,000	-	0.00%
<b>TOTAL DEBT SERVICE</b>	<b>5,283,020</b>	<b>5,917,494</b>	<b>6,002,690</b>	<b>4,473,912</b>	<b>5,061,624</b>	<b>587,712</b>	<b>13.14%</b>

The following chart illustrates four categories of debt service: levy supported debt, debt excluded debt, reimbursement from the Massachusetts School Building Authority, and debt paid by other sources such as parking meter receipts, etc.

GENERAL FUND DEBT BY FUNDING SOURCE FY2018 - FY2022							
	Actual FY2018	Actual FY2019	Actual FY2020	Budget FY2021	Estimated FY2022	Change FY21-22	Change FY21-22
Levy Limit	3,055,133	3,995,367	4,188,890	3,739,538	4,344,750	605,212	16.18%
Debt Excluded	1,004,656	783,731	602,008	633,442	620,476	(12,966)	-2.05%
MSBA Reimbursement	1,108,358	1,108,358	1,108,359	-	-	-	0.00%
Other Sources	114,873	110,679	103,433	100,933	96,398	(4,536)	-4.49%
<b>TOTAL DEBT SERVICE</b>	<b>5,283,020</b>	<b>5,998,135</b>	<b>6,002,690</b>	<b>4,473,912</b>	<b>5,061,624</b>	<b>587,712</b>	<b>13.14%</b>

#### Enterprise Fund Debt:

Enterprise funds also include debt service payments on large infrastructure projects such as the Water Treatment Plant and the Waste Water Treatment Plant. Debt service in the enterprise funds is as follows:

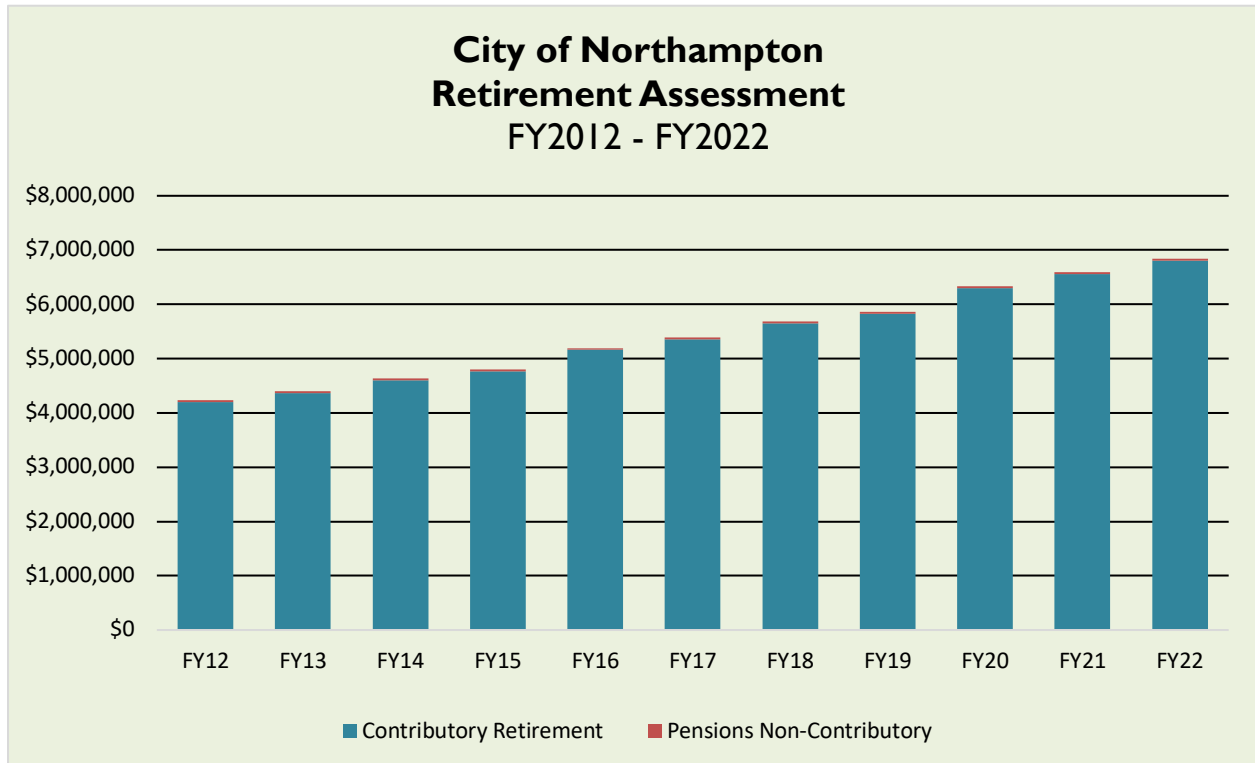
DEBT IN THE ENTERPRISE FUNDS FY2018 - FY2022							
	Budget FY2018	Budget FY2019	Budget FY2020	Budget FY2021	Budget FY2022	Dollar Change FY21-22	% Change FY21-22
<b>DEBT SERVICE</b>							
WATER Long-Term Bonds Principal	1,777,386	1,655,177	1,714,414	1,816,363	1,714,414	(101,949)	-5.6%
WATER Long-Term Bonds Interest	463,712	349,830	215,412	333,887	215,412	(118,475)	-35.5%
SEWER Long-Term Bonds Principal	391,986	391,572	209,008	209,235	209,008	(227)	-0.1%
SEWER Long-Term Bonds Interest	77,822	62,710	143,354	61,804	143,354	81,550	131.9%
SOLID WASTE Long-Term Bonds Principal	-	-	-	-	-	-	0.0%
SOLID WASTE Long-Term Bonds Interest	-	-	-	-	-	-	0.0%
STORM WATER Long-Term Bonds Principal	40,000	35,000	35,000	35,000	35,000	-	0.0%
STORM WATER Long-Term Bonds Interest	6,250	5,450	3,150	3,850	3,150	(700)	-18.2%
<b>TOTAL DEBT SERVICE</b>	<b>2,757,156</b>	<b>2,499,739</b>	<b>2,320,338</b>	<b>2,460,139</b>	<b>2,320,338</b>	<b>(139,801)</b>	<b>-5.7%</b>

# Employee Benefits

## Retirement:

Employees that regularly work 20 hours per week or more, (not temporary or seasonal employment), are required to join the Northampton Retirement System. The Northampton Retirement System does not include certified staff in the schools (teachers and administrators) because they are members of a separate system, the Massachusetts Teachers Retirement System. The city's retirement board oversees the retirement office which administers the accounting, payment of benefits, investing of assets, monitoring of retirees receiving disability payments, the counseling its members and calculating estimated pension benefits for active members.

The Retirement Board is overseen by the Public Employee Retirement Administration Commission (PERAC) and a five member retirement board made up of two members elected from the membership, the City Auditor, the Finance Director who serves as the Mayor's appointee, and a fifth member elected by the other four board members who may not be a member of the system. The city's pension appropriation is determined by the retirement system's updated actuarial funding schedule approved by PERAC. These actuarial studies are performed at least once every two years in order to recalibrate the funding schedule to ensure full funding by a certain year. The current funding schedule has the system reaching full funding in FY2035. The city's FY2022 increases by \$243,575 or 3.71% to a total of \$6,803,018. Also, the city must cover certain pension liabilities for a small group of older retirees/survivors which amounts to \$32,000.



**Actuarial Services:**

Every two years, the city must conduct an actuarial study of liability related to Other Post-Employment Benefits (OPEB). Other post-employment benefits (not including pension) that an employee will begin to receive at the start of retirement are mainly healthcare premiums. OPEB regulations do not mandate the funding of OPEB benefits (in other words, to set aside assets in advance to pay benefits in the future), but they address accounting and financial reporting issues only. The most recent OPEB study was conducted July 1, 2019, and the city will update the OPEB study for July 1, 2021.

**OPEB Trust Fund:**

Although communities are not required to fund their OPEB liabilities, it is prudent to plan to fund these long term liabilities. The Mayor sought City Council approval for the establishment of an OPEB Trust Fund in FY2015 and funding has become a regular line item in the operating budget ever since. This action demonstrates a proactive financial management practice, something the bond rating agencies, bond buyers and the Department of Revenue will look upon favorably. Funding in FY2022 is budgeted at \$350,000. The current (May 2021) balance in the city's current OPEB Trust Fund is \$3,096,627.

**Workers Compensation and Police and Fire Accident:**

The city must carry Workers Compensation and Police and Fire Accident insurance policies to cover workers for on the job injuries. Northampton participates in the Massachusetts Interlocal Management Association program which is an interdependent pool of members comprised of Massachusetts municipalities. Our premium cost is driven by total wages paid and claims. The estimated premium for workers compensation in FY2022 has increased by 3.40% and the estimated premium for the Police and Fire Accident policy in FY2022 has gone up by 1.25%.

**Unemployment Compensation and Administration:**

The city is self-insured for Unemployment Compensation. This means we cover, dollar for dollar, our costs related to unemployment. We have level funded unemployment for FY2022 given that we are generally not eliminating positions in the FY2022 budget.

**Employee Medical Insurance, Co-Pay and Medicare Penalty:**

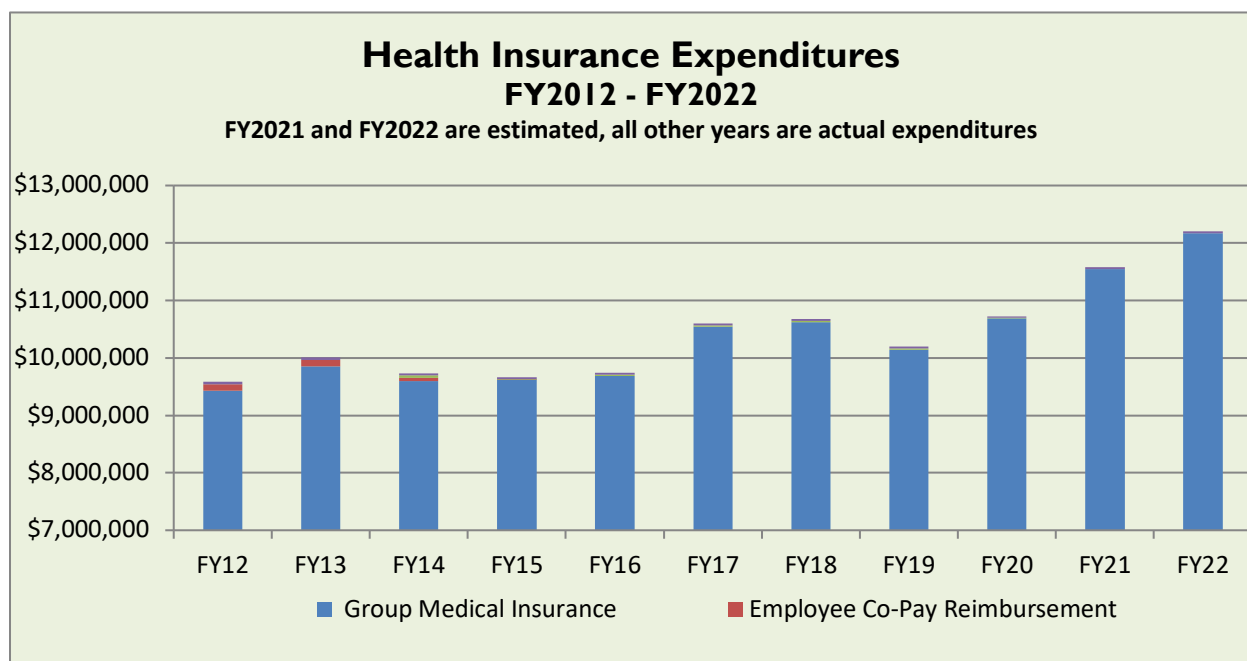
By law, the city must offer full health insurance benefits to employees that regularly work 20 hours per week or more, (not temporary or seasonal employment) in the service of the city. Health insurance continues to be the largest fixed cost line item in our budget.

In 2012, facing a \$2.4 million city budget gap driven in part by skyrocketing health insurance costs, Mayor Narkewicz proposed that the city move to the state's Group Insurance Commission (GIC) for employee and retiree health care coverage. The GIC is a statewide pool that provides health insurance coverage to state and other governmental entities such as towns, cities, and regional school districts. The advantage

of being part of a larger insurance pool is better buying power and protection from large premium spikes which can occur in a small healthcare pool when there are large catastrophic claims. The City Council adopted the Mayor's recommendation by voting to accept the provisions of the state's municipal health insurance reform law (C.32B, Section 21-23). A Public Employee Committee (PEC) comprised of one representative from each union and one retiree representative was formed and after deliberations voted to transfer to the GIC effective January 1, 2014. That initial transfer alone saved the city and its employees and retirees over \$1 million in premiums. Moving forward, the GIC has helped the city keep health insurance increases reasonable, which has preserved funds for city services such as schools, police, fire and other essential services.

The GIC contracts with carriers to provide health plans to state and municipal employees and retirees. These offerings are updated every three to five years through a procurement process which was updated in February of 2018. The GIC is responsible for deciding what plans should be offered, the type of products such as Health Maintenance Organizations (HMOs), Preferred Provider Organizations (PPOs) and Indemnity Plans, and what plans are available in specific areas of the state or surrounding states. The city's PEC is charged with making the decision on participation in the GIC. The PEC met in December of 2020 to discuss whether to renew participation in the GIC for another two years, or have the city go out on its own for health insurance. After an extensive process evaluating the city's options, the PEC decided to remain with the GIC for FY2022 and FY2023. The GIC insurance plans being offered for FY2022, which begins July 1, 2021, has resulted in approximately a 5.38% increase in premiums for FY2022 based on the most subscribed health plan – Health New England.

The percentages of premiums that are paid by either the employer or the employee are decided by the city and are based on the plan type – HMO, PPO or indemnity plans. The city does not determine the plan classification as an HMO, PPO or indemnity product – this is determined by the GIC. The percentage split for the premium cost between the employer and employee for City of Northampton HMOs has been the same for the last 16 years – the city pays 80% of the monthly premium. For PPOs, the percentage split for



the premium cost between the employer and employee has been the same for the last 12 years – the city pays 50% of the monthly premium. The city has always paid 50% of indemnity plan product. These percentage splits are the same for an individual plan and for a family plan and for active employees, as well as retirees, who are either Medicare or non-Medicare eligible.

**Employee Healthcare Mitigation Fund:**

As part of the process of moving city employees into the GIC, the city was required to share a portion of the savings with employees. The regulations require a set-aside of a mitigation fund that provides financial relief to three categories of employees: low income, retirees and employees experiencing high out of pocket healthcare costs. The mitigation fund began with \$331,000, which fully funded the mitigation fund obligation. The starting balance of the mitigation fund was \$194,045 on July 1, 2020, and employees may continue to access the fund until it is depleted.

**Medicare Penalty:**

The city is required by law to pay the Medicare penalty for employees who did not sign up for Medicare Part B before they were mandated to sign up. The cost in FY2022 is estimated at \$32,000.

**Health Insurance Administration and Consulting:**

The city retains the services of a health insurance consultant to assist with regulatory compliance with state and federal healthcare laws. The consultant assists with aligning the policies and processes of the GIC with the city's policies. Funds for this line item will not be needed until FY2023 when we will need to meet again with the PEC and review options for health insurance plans.

**Life Insurance:**

The city pays 60% of the cost of a \$5,000 life insurance policy for employees that opt to enroll in life insurance. The cost in FY2022 is estimated at \$55,000.

**Payroll Taxes – Medicare and Social Security:**

Medicare is based on payroll and requires by law that both the employer and the employee contribute at 1.45% each. In FY2022 it is estimated at \$974,159. There are a small number of employees in social security at a cost of \$7,000.

**Sick Leave Buyback:**

The sick leave buyback is paid when an employee leaves the city's employment and is based on a percentage of unused sick leave, capped at \$5,500.

## 911 -919 EMPLOYEE BENEFITS

Description	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget	FY22 Budget	\$ Change	% Change
Contributory Retirement System	5,652,665	5,826,095	6,301,238	6,559,443	6,803,018	243,575	3.71%
Pensions Non-Contributory	30,908	31,688	32,468	32,000	32,000	-	0.00%
Actuarial Services	9,550	-	9,850	10,000	10,000	-	0.00%
Workers' Compensation	446,227	507,253	500,000	450,000	465,281	15,281	3.40%
Workers' Compensation - Police & Fire	192,844	211,257	213,325	234,360	237,298	2,938	1.25%
Unemployment Compensation	32,223	15,799	14,076	103,935	100,000	(3,935)	-3.79%
Unemployment Claims Administration	8,240	8,240	8,240	10,000	10,000	-	0.00%
Employee Medical Insurance	10,619,472	10,140,891	10,683,141	11,544,432	12,165,937	621,505	5.38%
Employee Health Care Mitigation Fund	22,985	18,570	12,304	-	-	-	0.00%
Medicare Penalty	36,234	32,908	26,498	32,000	32,000	-	0.00%
Health Insurance Admin/Consulting	-	9,999	-	15,000	-	(15,000)	-100.00%
Life Insurance	40,858	40,476	53,193	55,000	55,000	-	0.00%
OPEB Trust Fund	200,000	250,000	300,000	300,000	350,000	50,000	16.67%
Medicare	730,851	770,476	824,658	938,000	974,159	36,159	3.85%
Social Security	4,276	3,999	6,853	4,500	7,000	2,500	55.56%
Sick Leave Buy Back	180,000	180,000	208,501	180,000	180,000	-	0.00%
<b>191-TOTAL EMPLOYEE BENEFITS</b>	<b>18,207,333</b>	<b>18,047,652</b>	<b>19,194,346</b>	<b>20,468,670</b>	<b>21,421,693</b>	<b>953,023</b>	<b>4.66%</b>

# Reserves, Insurance, Non-Appropriated Uses and State Assessments:

## Reserves:

The city continues to maintain a healthy level of financial reserves. The amount of funds in our reserves impacts our municipal credit rating and can be used to finance unforeseen or emergency needs, fund future capital projects or serve as a revenue source for operating budgets in times when budgets are particularly stressed. Reserves provide financial flexibility, promote financial stability and improve bond ratings which means lower interest rates when the city borrows for capital projects. The city has made significant progress toward building reserves over the past several years. There are currently seven stabilization funds with balances as of May 2021 as follows:

General Fund - Stabilization Fund – This is the city’s rainy day and emergency fund. The current balance is \$5,796,858, which represents approximately 5.8% of the FY2021 General Fund Operating Budget - up from 5.1% in FY2020. It is the city’s objective to keep a balance equivalent to at least 5% of the General Fund Operating Budget in the Stabilization Fund.

General Fund - Capital Stabilization Fund – This represents our efforts to fund ongoing capital projects to replace aging infrastructure and equipment. The current balance is \$3,697,426, which represents approximately 3.7% of the FY2021 General Fund Operating Budget. It is the city’s desire to keep increasing this target percentage each year until reaching a reserve of 5% of the General Fund Operating Budget in the Capital Stabilization Fund. In FY2021 the city did not make an annual contribution in the operating budget due to the COVID-19 emergency and resulting revenue shortfalls. However, in FY2022, the city will resume its annual appropriation to the Capital Stabilization in the amount of \$425,000.

General Fund - Fiscal Stability Stabilization Fund – This fund was established concurrent with the FY2014 override to provide fiscal stability over a multi-year period. Fiscal Year 2019 was the first time the city used funds from the Fiscal Stability Fund, and \$277,850 was used to help balance the FY2019 General Fund Operating Budget. In the FY2020 budget, the city used \$775,874 to balance the General Fund Operating Budget. In FY2021, the city used \$411,367 to balance the budget and fill the gap created by revenue reductions caused by the COVID-19 emergency. The current balance in the Fiscal Stability Fund is \$3,070,149.

Water Stabilization Fund – This fund was established in FY2014 and is a reserve for future capital projects in the Water Enterprise Fund. The current balance is \$2,203,292.

Sewer Stabilization Fund – This fund was established in FY2014 and is a reserve for future capital projects in the Sewer Enterprise Fund. The current balance is \$11,001,482.

Solid Waste Stabilization Fund – This fund was established in FY2017 and is a reserve for future expenses related to the city’s closed landfill. The current balance in the fund is \$1,602,177.

Stormwater Stabilization Fund – This fund was established in FY2017 and is a reserve for future expenses related to the city’s stormwater and flood control infrastructure. The current balance in the fund is \$553,459.

Cash Capital Projects – Annually the city appropriates a sum of money to be used toward smaller capital projects for which borrowing would not be a funding strategy. In FY2021, the city did not make its annual appropriation for small capital projects due to financial challenges resulting from the COVID-19 emergency. However in FY2022, the city will resume its annual appropriation to cash capital projects in the amount of \$407,500.

### **Insurance and Reserves:**

The city also must provide various types of insurance - General Liability, Property, and Auto and Public Employee Liability. The Reserve for Personnel is for employee vacation payouts when employees terminate, other employee changes throughout the year that effect department budgets and for unsettled collective bargaining agreements. The chart below shows a multi-year history for these line items.

	Actual	Actual	Actual	RECAP	Budget	Dollar	%
	FY2018	FY2019	FY2020	Budget	FY2022	Change	Change
				FY2021		FY2021-FY2022	FY2021-FY2022
<b>INSURANCE AND RESERVES</b>							
Capital Projects	312,500	315,000	340,000	-	407,500	407,500	100.00%
General Liability Insurance	48,300	65,002	65,000	76,200	83,354	7,154	9.39%
Property & Auto Insurance	232,000	274,163	274,163	309,397	379,723	70,326	22.73%
Public Employees Liability Insurance	77,349	(11,524)	(22,766)	70,200	188,893	118,693	169.08%
Reserve for Personnel	82,296	74,293	-	100,000	100,000	-	0.00%
Transfer to Fiscal Stability Stabilization Fund	-	-	-	-	-	-	0.00%
Transfer to Capital Stabilization Fund	364,652	382,884	382,884	-	425,000	425,000	100.00%
<b>TOTAL CAPITAL PROJECTS &amp; MISCELLANEOUS</b>	<b>1,117,097</b>	<b>1,099,818</b>	<b>1,039,281</b>	<b>555,797</b>	<b>1,584,470</b>	<b>1,028,673</b>	<b>185.08%</b>

### **Non-Appropriated Uses:**

These budget line items are not appropriated by the City Council. The Overlay Reserve is raised to cover abatements and exemptions granted by the Assessors through the abatement and exemption process. The overlay for FY2022 is budgeted at \$575,000 with \$535,000 for abatements and exemptions and \$40,000 for the Senior and Veteran Tax Work-Off Program. This program began in 2014 and in the seven years since the program started, the city has provided \$197,300 in property tax abatements. Each participant can earn up to a \$1,500 credit on their property tax bill working a maximum number of hours at the state hourly minimum wage. The County Lock-Up Assessment is for the city’s share of the Hampshire County Lock-Up and is \$27,122 in FY2022.

Offset receipts are for two revenues that come into the city, but are reserved specifically for use by other departments - \$72,113 to public libraries and \$1,249,388 for the school choice students that come into the Northampton Public Schools from other communities, totaling \$1,321,501.



	Actual	Actual	Actual	RECAP		Dollar	%
	FY2018	FY2019	FY2020	Budget	Budget	Change	Change
	FY2018	FY2019	FY2020	FY2021	FY2022	FY2021-FY2022	FY2021-FY2022
<b>NON-APPROPRIATED USES:</b>							
Overlay Reserve for Abatements	500,000	552,530	790,413	531,779	575,000	43,221	8.13%
County Lock-Up Assessment	27,122	27,122	27,122	27,122	27,122	-	0.00%
Offset Receipts - Cherry Sheet	1,665,843	1,468,016	1,308,384	1,371,583	1,321,501	(50,082)	-3.65%

### State Assessments:

The current amounts shown for State Assessments are based on the House budget and are subject to change. State Assessments are charges from the state to the city. The Air Pollution District charge is an assessment to municipalities for a portion of the costs incurred by the Department of Environmental Protection in monitoring air pollution levels and enforcing air quality standards at industrial, commercial, and institutional facilities. The assessment is based on the community's population and equalized valuation. The Registry of Motor Vehicles (RMV) Non-Renewal Surcharge is a reimbursement to the RMV for "marking" a license or registration for non-renewal due to: 1) non-payment of parking violations 2) non-payment of motor vehicle excise or 3) non-payment of abandoned vehicle costs. The RMV charges each participating municipality \$20 for each "mark" of a license for non-renewal. Municipalities collect a \$20 surcharge per violation for non-payment of excise from individual violators. This surcharge enables the municipality to offset the \$20 charge per "marking" assessed by the RMV.

	Actual	Actual	Actual	RECAP		Dollar	%
	FY2018	FY2019	FY2020	Budget	Budget	Change	Change
	FY2018	FY2019	FY2020	FY2021	FY2022	FY2021-FY2022	FY2021-FY2022
<b>STATE ASSESSMENTS-CHERRY SHEET</b>							
Air Pollution Districts	8,305	8,485	8,332	8,494	8,520	26	0.31%
RMV Non-Renewal Surcharge	81,640	81,640	81,640	78,860	78,860	-	0.00%
Regional Transit Assessment (PVTa)	437,858	442,864	441,734	437,349	457,194	19,845	4.54%
Special Education (Ch. 71B, ss. 10, 12)	-	4,793	3,410	3,547	5,972	2,425	68.37%
Charter School Sending Tuition	2,493,406	2,609,394	2,307,437	2,582,544	2,458,493	(124,051)	-4.80%
School Choice Sending Tuition	426,966	526,980	614,430	570,812	542,280	(28,532)	-5.00%
<b>SUB-TOTAL STATE ASSESSMENTS</b>	<b>3,448,175</b>	<b>3,674,156</b>	<b>3,456,983</b>	<b>3,681,606</b>	<b>3,551,319</b>	<b>(130,287)</b>	<b>-3.54%</b>

The Regional Transit Assessment for the Pioneer Valley Transit Authority (PVTa) is an assessment to municipalities in order to provide for a system of regional transportation authorities to develop, finance, and contract for the operation of transportation facilities and service outside the Metropolitan Boston area. Between 25 – 50% of the total net cost of service of each regional transit authority is assessed to its member municipalities in proportion to the estimated cost of operating routes through those municipalities. A net operating deficit for each regional transit authority is calculated as the difference between the revenue sources (fares, advertisements and federal assistance) and the operating costs. This deficit is funded through assessments to member municipalities and state contract assistance.

The Special Education Assessment is to partially reimburse the state for providing special needs education to children enrolled in state hospital schools. The cost that each municipality is charged is the average per pupil cost of education within the school district multiplied by the full time equivalent of resident pupils served by the state. Current year charges are for pupils served in the prior school year.

The largest assessments from the state to the city are charges for Northampton students who choose to attend public schools in other communities. The FY2022 charter school charge is an assessment to Northampton for students who choose to attend charter schools. Northampton loses students to the

following charter schools: Pioneer Valley Performing Arts Charter School in South Hadley, the Hilltown Cooperative Charter School in Easthampton, the Pioneer Valley Chinese Immersion Charter School in Hadley, the Holyoke Community Charter School in Holyoke, and the Paulo Freire Social Justice School in Chicopee. Altogether, 165 Northampton residents are projected to choose to attend charter schools in FY2022, taking with them \$2,458,493 in tuition or on average, \$14,900 per student. The following chart shows the detail on charter school enrollment.

Source: Massachusetts Department of Elementary and Secondary Education								
Projection FY22 Foundation Rates by Charter School and Sending District								
Charter School	Campus Location	Sending District	FTE	Foundation Rate	Above Found Spend Rate	Facilities Rate	Total Rate	Total Cost to Northampton
HILLTOWN COOPERATIVE	EASTHAMPTON	NORTHAMPTON	99.0	10,086	3,199	938	14,223	\$ 1,408,077.00
HOLYOKE COMMUNITY	HOLYOKE	NORTHAMPTON	3.0	13,573	4,304	938	18,815	\$ 56,445.00
PIONEER VALLEY PERFORMING ARTS	SOUTH HADLEY	NORTHAMPTON	20.0	12,276	3,893	938	17,107	\$ 342,140.00
PIONEER VALLEY CHINESE IMMERSION	HADLEY	NORTHAMPTON	42.0	10,693	3,391	938	15,022	\$ 630,924.00
PAULO FREIRE SOCIAL JUSTICE	CHICOPEE	NORTHAMPTON	1.0	15,161	4,808	938	20,907	\$ 20,907.00
			165.0					\$ 2,458,493.00

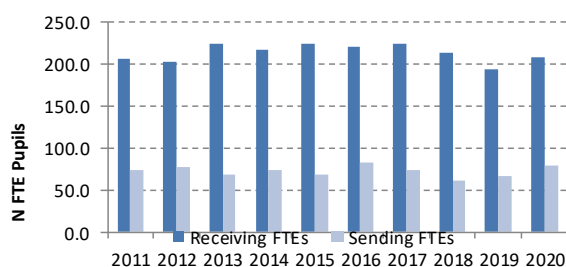
The FY2022 school choice charge is an assessment to Northampton for students who choose to attend another public school district under school choice and Northampton is projected to lose \$542,280 in tuition via that program in FY2022. It should be noted here that the City of Northampton also receives school choice for students that come from other towns to attend Northampton schools. Revenue from receiving students through that program is shown on the revenue side of the city budget. The Department of Elementary and Secondary Education has not posted participation rates for FY2022 yet, however the chart below details 10 years of program participation and the receiving and sending tuition amounts. Northampton has clearly received more incoming students than sending outgoing students through this program.

### Massachusetts Department of Elementary and Secondary Education Office of District and School Finance

#### School Choice Trends in Enrollment and Tuition

#### Northampton

FY	Receiving		Sending	
	FTE Pupils	Tuition	FTE Pupils	Tuition
2011	206.6	1,331,510	74.8	478,035
2012	203.9	1,266,935	77.6	524,909
2013	224.6	1,514,085	69.3	434,770
2014	216.9	1,555,805	73.4	496,236
2015	224.0	1,827,864	69.2	521,714
2016	221.4	1,829,052	83.4	637,347
2017	224.3	1,617,281	74.5	553,950
2018	214.0	1,437,007	61.1	429,729
2019	194.8	1,253,307	67.7	517,235
2020	208.8	1,316,678	78.7	614,839



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**City of Northampton**  
MASSACHUSETTS

*In City Council*

June 3, 2021

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Upon recommendation of the Mayor

*Ordered, that*

the sum of \$100,446,866 which is the full amount necessary for the Fiscal Year 2022 General Fund Budget (July 1, 2021 to June 30, 2022), be appropriated for the purposes stated, provided that the appropriation for Smith Vocational and Agricultural High School shall be used solely for the purposes of meeting net school spending as defined by the Department of Elementary and Secondary Education and no funds so appropriated shall be transferred to any account or expended for any purpose that would not be included in the calculation of net school spending. To meet this appropriation, \$1,200,000 will be raised and appropriated from Parking Meter Receipts Reserved, \$1,042,931 from Sewer Enterprise Funds, \$614,707 from Water Enterprise Funds, \$85,720 from Solid Waste Enterprise Funds, \$345,781 from Storm Water Enterprise Funds, \$15,776 from Community Preservation Act Administrative Funds, \$18,899 from the Reserve for Police Station Debt Service, and \$97,123,052 will be raised and appropriated.

**CITY OF NORTHAMPTON, MASSACHUSETTS**  
**FISCAL YEAR 2022 BUDGET APPROPRIATION ORDER**

	Personal Services	Operations & Maintenance	Other Than Ordinary Maintenance	FY 2022 Total Expenditures
<b>GENERAL FUND</b>				
<b>GENERAL GOVERNMENT</b>				
CITY COUNCIL	143,036	60,600	0	203,636
OFFICE OF THE MAYOR	419,269	16,442	0	435,711
OFFICE OF THE CITY AUDITOR	362,901	15,280	0	378,181
OFFICE OF THE ASSESSOR	178,124	123,650	0	301,774
OFFICE OF THE TREASURER/COLLECTOR	396,099	276,435	0	672,534
CITY SOLICITOR	0	275,000	0	275,000
HUMAN RESOURCES DEPARTMENT	310,139	19,550	0	329,689
INFORMATION TECHNOLOGY SERVICES DEPARTMENT	466,231	688,089	0	1,154,320
OFFICE OF THE CITY CLERK	306,893	32,525	0	339,418
OFFICE OF PLANNING & SUSTAINABILITY	390,089	61,200	0	451,289
CENTRAL SERVICES DEPARTMENT	749,152	1,060,050		1,809,202
	3,721,933	2,628,821	0	6,350,754
<b>PUBLIC SAFETY</b>				
POLICE DEPARTMENT	5,653,469	555,965	0	6,209,434
PARKING DIVISION - ENFORCEMENT	188,023	12,200	0	200,223
PUBLIC SAFETY COMMUNICATIONS CENTER	696,014	31,392	0	727,406
FIRE RESCUE DEPARTMENT	5,803,146	543,930	235,000	6,582,076
BUILDING DEPARTMENT	493,086	26,200	0	519,286
PARKING DIVISION - MAINTENANCE	245,016	286,966	65,000	596,982
	13,078,754	1,456,653	300,000	14,835,407
<b>EDUCATION</b>				
SMITH VOCATIONAL & AGRICULTURAL HIGH SCHOOL	0	0	0	9,329,014
NORTHAMPTON SCHOOL DEPARTMENT	0	0	0	33,461,896
	0	0	0	42,790,910
<b>PUBLIC WORKS</b>				
ADMINISTRATION AND ENGINEERING DIVISION	245,357	37,750	0	283,107
HIGHWAYS DIVISION	754,107	445,150	510,000	1,709,257
SNOW AND ICE DIVISION	131,000	369,000	0	500,000
FORESTRY, PARKS AND CEMETERIES DIVISION	1,006,070	293,750	150,000	1,449,820
	2,136,534	1,145,650	660,000	3,942,184
<b>HEALTH AND HUMAN SERVICES</b>				
HEALTH DEPARTMENT	548,630	43,710	0	592,340
DEPARTMENT OF COMMUNITY CARE	112,255	311,700	0	423,955
SENIOR SERVICES DEPARTMENT	346,611	46,264	0	392,875
VETERANS SERVICES DEPARTMENT	221,444	578,980	0	800,424
	1,228,940	980,654	0	2,209,594

	Personal Services	Operations & Maintenance	Other Than Ordinary Maintenance	FY 2022 Total Expenditures
<b>CULTURE AND RECREATION</b>				
FORBES LIBRARY	1,239,873	193,108	0	1,432,981
LILLY LIBRARY	270,581	91,400	0	361,981
PARKS AND RECREATION DEPARTMENT	327,233	39,000	0	366,233
ARTS AND CULTURE DEPARTMENT	67,785	21,250	0	89,035
	1,905,472	344,758	0	2,250,230
<b>DEBT SERVICE</b>				
MUNICIPAL INDEBTEDNESS	0	4,111,300	0	4,111,300
INTEREST ON MUNICIPAL INDEBTEDNESS	0	950,324	0	950,324
	0	5,061,624	0	5,061,624
<b>EMPLOYEE BENEFITS</b>				
CONTRIBUTORY RETIREMENT SYSTEM	6,803,018	0	0	6,803,018
PENSIONS: NON-CONTRIB. & OPEB	382,000	10,000	0	392,000
WORKER'S COMPENSATION	702,579	0	0	702,579
UNEMPLOYMENT COMPENSATION	100,000	10,000	0	110,000
GROUP MEDICAL INSURANCE	12,197,937	0	0	12,197,937
LIFE INSURANCE	55,000	0	0	55,000
EMPLOYEE TAXES	981,159	0	0	981,159
UNUSED SICK LEAVE	180,000	0	0	180,000
	21,401,693	20,000	0	21,421,693
<b>CAPITAL PROJECTS &amp; MISCELLANEOUS</b>				
CAPITAL PROJECTS	0	407,500	0	407,500
GENERAL LIABILITY FUND	0	83,354	0	83,354
PROPERTY & AUTO INSURANCE	0	379,723	0	379,723
PUBLIC EMPLOYEES LIABILITY INSURANCE	0	188,893	0	188,893
RESERVE FOR PERSONNEL	100,000	0	0	100,000
TRANSFER TO FISCAL STABILITY STABILIZATION FUND	0	0	0	0
TRANSFER TO CAPITAL STABILIZATION FUND	0	425,000	0	425,000
	100,000	1,484,470	0	1,584,470
<b>TOTAL GENERAL FUND APPROPRIATION</b>				100,446,866
<b>NON-APPROPRIATED USES</b>				
RESERVE FOR ABATEMENTS & EXEMPTIONS	0	575,000	0	575,000
OTHER AMOUNTS TO BE RAISED	0	27,122	0	27,122
CHERRY SHEET OFFSET RECEIPTS	0	1,321,501	0	1,321,501
STATE ASSESSMENTS - CHERRY SHEET	0	3,551,319	0	3,551,319
	0	5,474,942	0	5,474,942
<b>TOTAL BUDGET PLAN - GENERAL FUND</b>				105,921,808

**City of Northampton**  
MASSACHUSETTS

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*In City Council*

June 3, 2021

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Upon recommendation of the Mayor

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*Ordered, that*

the sum of \$6,177,500 which is the full amount necessary for the Fiscal Year 2022 Sewer Enterprise Fund Budget (July 1, 2021 to June 30, 2022), be appropriated for the purposes stated and to meet said appropriation, \$5,134,569 is to be raised from sewer receipts and \$1,042,931 shall be allocated to indirect costs.

	Personal	Operations &	Other Than	FY 2022
	Services	Maintenance	Ordinary	Total
			Maintenance	Expenditures
<b>SEWER ENTERPRISE FUND</b>				
SEWER GENERAL SANITARY	682,696	196,000	175,100	1,053,796
SEWER TREATMENT	985,847	1,086,400	30,000	2,102,247
SEWER DEBT	0	0	209,008	209,008
SEWER INTEREST	0	0	143,354	143,354
SEWER DIRECT & INDIRECT COSTS	0	0	1,042,931	1,042,931
SEWER RESERVE FOR CAPITAL PROJECTS	0	0	1,626,164	1,626,164
	1,668,543	1,282,400	3,226,557	6,177,500
<b>TOTAL SEWER ENTERPRISE FUND APPROPRIATION</b>				6,177,500

**City of Northampton**  
MASSACHUSETTS

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*In City Council*

June 3, 2021

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Upon recommendation of the Mayor

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*Ordered, that*

the sum of \$6,945,000 which is the full amount necessary for the Fiscal Year 2022 Water Enterprise Fund Budget (July 1, 2021 to June 30, 2022), be appropriated for the purposes stated and to meet said appropriation, \$6,330,293 is to be raised from water receipts, and \$614,707 shall be allocated to indirect costs.

	Personal Services	Operations & Maintenance	Other Than Ordinary Maintenance	FY 2022 Total Expenditures
<b>WATER ENTERPRISE FUND</b>				
WATER TREATMENT AND OPERATIONS	1,462,087	953,700	410,000	2,825,787
WATER DEBT	0	0	1,714,414	1,714,414
WATER INTEREST	0	0	215,412	215,412
WATER INDIRECT COSTS	0	0	614,707	614,707
WATER RESERVE FOR CAPITAL PROJECTS	0	0	1,574,680	1,574,680
	1,462,087	953,700	4,529,213	6,945,000
<b>TOTAL WATER ENTERPRISE FUND APPROPRIATION</b>				6,945,000



**City of Northampton**  
MASSACHUSETTS

*In City Council*

June 3, 2021

Upon recommendation of the Mayor

*Ordered, that*

the sum of \$665,045 which is the full amount necessary for the Fiscal Year 2022 Solid Waste Enterprise Fund Budget (July 1, 2021 to June 30, 2022), be appropriated for the purposes stated and to meet said appropriation, \$423,840 is to be raised from solid waste receipts, \$85,720 shall be allocated to indirect costs, and \$155,485 to be made available from the Retained Earnings Balance of the Solid Waste Enterprise Fund.

	Personal Services	Operations & Maintenance	Other Than Ordinary Maintenance	FY 2022 Total Expenditures
<b>SOLID WASTE ENTERPRISE FUND</b>				
OTHER WASTE MGT PROGRAMS	267,525	311,800	0	579,325
SOLID WASTE DIRECT & INDIRECT COSTS	0	0	85,720	85,720
	267,525	311,800	85,720	665,045
<b>TOTAL SOLID WASTE ENTERPRISE FUND APPROPRIATION</b>				665,045

**City of Northampton**  
MASSACHUSETTS

*In City Council*

June 3, 2021

Upon recommendation of the Mayor

*Ordered, that*

the sum of \$1,996,486 which is the full amount necessary for the Fiscal Year 2022

Stormwater and Flood Control Enterprise Fund Budget (July 1, 2021 to June 30, 2022), be appropriated for the purposes stated and to meet said appropriation, \$1,647,705 is to be raised from Stormwater and Flood Control receipts and \$345,781 shall be allocated to indirect costs.

	Personal Services	Operations & Maintenance	Other Than Ordinary Maintenance	FY 2022 Total Expenditures
<b>STORMWATER ENTERPRISE FUND</b>				
STORM WATER DRAIN OPERATIONS	399,172	81,100	150,000	630,272
STORM WATER FLOOD CONTROL OPERATIONS	58,841	41,700	0	100,541
STORM WATER DEBT	0	35,000	0	35,000
STORM WATER INTEREST	0	3,150	0	3,150
STORM WATER INDIRECT COSTS	0	345,781	0	345,781
STORM WATER RESERVE FOR CAPITAL PROJECTS	0	0	881,742	881,742
<b>TOTAL STORMWATER AND FLOOD CONTROL ENTERPRISE FUND</b>	<b>458,013</b>	<b>506,731</b>	<b>150,000</b>	<b>1,996,486</b>
<b>TOTAL STORM WATER ENTERPRISE FUND APPROPRIATION</b>				<b>1,996,486</b>

**City of Northampton**  
MASSACHUSETTS

*In City Council*

June 3, 2021

Upon recommendation of the Mayor

**Ordered that,** in accordance with M.G.L. Chapter 44, Section 53 E 1/2 the city shall vote the limit on the total amount that may be expended from each revolving fund established by Chapter 16 of the City Ordinances.

Fund Number	Name of Fund	Annual Spending Limit
2420	Energy and Sustainability Revolving Fund	\$150,000
2416	Hazmat Revolving Fund	\$95,000
2419	DPW Public Works Construction Services Revolving Fund	\$25,000
2408	Senior Services Transportation Revolving Fund	\$100,000
2428	Senior Services Activities Revolving Fund	\$175,000
2433	Senior Services Food Services Revolving Fund	\$90,000
2440	Senior Services Publications Revolving Fund	\$35,000
2406	Athletic League Fees Revolving Fund	\$200,000
2405	JFK Family Aquatic Center	\$125,000
2422	NPS Transportation Revolving Fund	\$200,000
2452	SVAHS Farm Revolving Fund	\$100,000
2435	Tourism Directional Sign Program Revolving Fund	\$10,000
2436	Public Health Nursing Program Revolving Fund	\$30,000
2410	James House Revolving Fund	\$85,000
2439	Sharps Disposal Program Revolving Fund	\$15,000
2442	Fire Alarm Monitoring Program Revolving Fund	\$60,000
2443	DPW Reuse Committee Revolving Fund	\$15,000

**Abatement** – A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

**Appropriation** – An authorization granted by a town meeting, city council or other legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

**Assessed Valuation** – A value assigned to real estate or other property by a government as the basis for levying taxes. In Massachusetts, assessed valuation is based on the property's full and fair cash value as set by the Assessors.

**Audit** – An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool for evaluating the fiscal performance of a community.

**Bond** – A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year.

**Bond Rating (Municipal)** – A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where

AAA is the highest rating and C1 is a very low rating.

**Budget** – A plan for allocating resources to support particular services, purposes and functions over a specified period of time.

**Capital Improvements Program** – A blueprint for planning a community's capital expenditures that comprises an annual capital budget and a five-year capital program. It coordinates community planning, fiscal capacity and physical development. While all of the community's needs should be identified in the program, there is a set of criteria that prioritizes the expenditures.

**Cemetery Perpetual Care** – Funds donated by individuals for the care of gravesites. According to MGL Ch. 114 §25, funds from this account must be invested and spent as directed by perpetual care agreements. If no agreements exist, the interest (but not principal) may be used as directed by the cemetery commissioners for the purpose of maintaining cemeteries.

**Chapter 70 School Aid** – Chapter 70 refers to the school funding formula created under the Education Reform Act of 1993 by which state aid is distributed through the Cherry Sheet to help establish educational equity among municipal and regional school districts.

**Chapter 90 Highway Funds** – State funds derived from periodic transportation bond authorizations and apportioned to communities for highway projects based on a formula under the provisions of MGL Ch. 90 §34. The Chapter 90 formula comprises three variables: local road mileage (58.33 percent) as certified by the Massachusetts Highway Department (MHD), local employment level (20.83 percent) derived the Department of Employment and Training (DET), and population estimates (20.83 percent) from the US Census Bureau. Local highway projects are approved in advance. Later, on the submission of certified expenditure reports to MHD, communities receive cost reimbursements to the limit of the grant.

**Cherry Sheet** – Named for the cherry colored paper on which they were originally printed, the Cherry Sheet is the official notification to cities, towns and regional school districts of the next fiscal year's state aid and assessments. The aid is in the form of distributions, which provide funds based on formulas and reimbursements that provide funds for costs incurred during a prior period for certain programs or services. Links to the Cherry Sheets are located on the DLS website at [www.mass.gov/dls](http://www.mass.gov/dls).

**Cherry Sheet Assessments** – Estimates of annual charges to cover the cost of certain state and county programs.

**Cherry Sheet Offset Items** – Local aid that may be spent without appropriation in the budget, but which must be spent for specific municipal and regional school district programs. Current offset items include racial equality grants, school lunch grants, and public libraries grants.

**Collective Bargaining** – The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union.

**Debt Exclusion** – An action taken by a community through a referendum vote to raise the funds necessary to pay debt service costs for a particular project from the property tax levy, but outside the limits under Proposition 2½. By approving a debt exclusion, a community calculates its annual levy limit under Proposition 2½, then adds the excluded debt service cost. The amount is added to the levy limit for the life of the debt only and may increase the levy above the levy ceiling.

**Debt Service** – The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

**Enterprise Fund** – An enterprise fund, authorized by MGL Ch. 44 §53F½, is a separate accounting and financial reporting mechanism for municipal

services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs--are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

**Estimated Receipts** – A term that typically refers to anticipated local revenues listed on page three of the Tax Recapitulation Sheet. Projections of local revenues are often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget.

**Exemption** – A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

**Financial Advisor** – An individual or institution that assists municipalities in the issuance of tax exempt bonds and notes. The public finance department of a commercial bank or a non-bank advisor usually provides this service.

**Fiscal Year (FY)** – Since 1974, the Commonwealth and municipalities have operated on a budget cycle that begins July 1 and ends June 30. The designation of the fiscal year is that of the calendar year in which the fiscal year ends. Since 1976, the

federal government fiscal year has begun on October 1 and ended September 30.

**Fixed Costs** – Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

**Foundation Budget** – The spending target imposed by the Education Reform Act of 1993 for each school district as the level necessary to provide an adequate education for all students.

**General Fund** – The fund used to account for most financial resources and activities governed by the normal town meeting/city council appropriation process.

**Hotel/Motel Excise** – A local option since 1985 that allows a community to assess a tax on short-term room occupancy. The community may levy up to 4 percent of the charge for stays of less than 90 days at hotels, motels and lodging houses. The convention center legislation imposed an additional 2.75 percent charge in Boston, Cambridge, Springfield and Worcester.

**Indirect Cost** – Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

**Levy** – The amount a community raises through the property tax. The levy can be any amount up to the levy limit, which is re-established every year in accordance with Proposition 2½ provisions.

**Levy Ceiling** – A levy ceiling is one of two types of levy (tax) restrictions imposed by MGL Ch. 59 §21C (Proposition 2½). It states that, in any year, the real and personal property taxes imposed may not exceed 2½ percent of the total full and fair cash value of all taxable property. Property taxes levied may exceed this limit only if the community passes

a capital exclusion, a debt exclusion, or a special exclusion.

**Levy Limit** – A levy limit is one of two types of levy (tax) restrictions imposed by MGL Ch. 59 §21C (Proposition 2½). It states that the real and personal property taxes imposed by a city or town may only grow each year by 2½ percent of the prior year's levy limit, plus new growth and any overrides or exclusions. The levy limit can exceed the levy ceiling only if the community passes a capital expenditure exclusion, debt exclusion, or special exclusion.

**Line-Item Budget** – A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

**Local Aid** – Revenue allocated by the Commonwealth to cities, towns, and regional school districts. Estimates of local aid are transmitted to cities, towns, and districts annually by the "Cherry Sheets." Most Cherry Sheet aid programs are considered general fund revenues and may be spent for any purpose, subject to appropriation.

**Local Appropriating Authority** – In a town, the town meeting has the power to appropriate funds, including the authorization of debt. In a city, the city council has the power upon the recommendation of the mayor.

**Local Receipts** – Locally generated revenues, other than real and personal property taxes. Examples include motor vehicle excise, investment income, hotel/motel tax, fees, rentals, and charges. Annual estimates of local receipts are shown on the tax rate recapitulation sheet.

**Lock Box Service** – A service typically offered by a financial institution for a fee to receive, process, and deposit payments made to municipalities for property taxes, motor vehicle excise, boat excise, and/or utility payments. At the end of each processing day, the community receives payment information on disk or other medium, which can be

automatically posted to the collectors' cash receipts software. Printed reports are also provided.

**Minimum Required Local Contribution** – The minimum that a city or town must appropriate from property taxes and other local revenues for the support of schools (Education Reform Act of 1993).

**Motor Vehicle Excise (MVE)** – A locally imposed annual tax assessed to owners of motor vehicles registered to an address within the community, in accordance with MGL Chapter 60A. The excise tax rate is set by statute at \$25.00 per \$1000 of vehicle value. Owner registration and billing information is maintained by the State Registry of Motor Vehicles and is made available to a city or town, or to the Deputy Collector who represents it.

**Net School Spending (NSS)** – School budget and municipal budget amounts attributable to education, excluding long-term debt service, student transportation, school lunches and certain other specified school expenditures. A community's NSS funding must equal or exceed the NSS Requirement established annually by the Department of Education (DOE).

**New Growth** – The additional tax revenue generated by new construction, renovations and other increases in the property tax base during a calendar year. It does not include value increases caused by normal market forces or by revaluations. New growth is calculated by multiplying the assessed value associated with new construction, renovations and other increases by the prior year tax rate. The additional tax revenue is then incorporated into the calculation of the next year's levy limit. For example, new growth for FY07 is based on new construction, etc. that occurred between January and December 2005 (or July 2005 and June 2006 for accelerated new growth communities). In the fall of 2006, when new growth is being determined to set the FY07 levy limit, the FY06 tax rate is used in the calculation.

**OPEB (Other Postemployment Benefits)** – Employees of state and local governments may be compensated in a variety of forms in exchange for their services. In addition to a salary, many employees earn benefits over their years of service that will not be received until after their employment with the government ends. The most common type of these postemployment benefits is a pension. Postemployment benefits other than pensions generally take the form of health insurance and dental, vision, prescription, or other healthcare benefits provided to eligible retirees, including in some cases their beneficiaries. They may also include some type of life insurance. As a group, these are referred to as OPEB.

**OM or Operations & Maintenance**—All departmental costs that are generally recurring expenses such as postage, fuel, software costs, copier costs and other department specific things needed in the daily operation of the department.

**OOM or Other than Ordinary Maintenance**—All larger items needed to carry out the mission of the department such as replacement of ambulance, cruisers and other equipment that is larger but replaced on a regular basis.

**Operating Budget** – A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

**Overlay (Overlay Reserve or Allowance for Abatements and Exemptions)** – An account established annually to fund anticipated property tax abatements, exemptions and uncollected taxes in that year. The overlay reserve need not be funded by the normal appropriation process, but rather is raised on the tax rate recapitulation sheet.

**Override** – A vote by a community at an election to permanently increase the levy limit. An override vote may increase the levy limit no higher than the levy ceiling. The override question on the election ballot must state a purpose for the override and the dollar amount.

**PS or Personnel Services** – All salary line items including regular salaries, overtime, longevity payments, etc.

**Payments in Lieu of Taxes** – An agreement between a municipality and an entity not subject to taxation, such as charitable or educational organizations, in which the payer agrees to make a voluntary payment to the municipality. By law, a city or town must make such a payment to any other community in which it owns land used for public purposes.

**PERAC** – The Public Employee Retirement Administration oversees and directs the state retirement system and administers benefits for members.

**Personal Property** – Movable items not permanently affixed to, or part of the real estate. It is assessed separately from real estate to certain businesses, public utilities, and owners of homes that are not their primary residences.

**Preliminary Tax** – The tax bill for the first two quarters of the fiscal year sent, no later than July 1, by communities on a quarterly tax billing cycle. The tax due on a preliminary tax bill can be no greater than the amount due in the last two quarters of the previous fiscal year.

**Proposition 2½** – A state law enacted in 1980, Proposition 2½ regulates local property tax administration and limits the amount of revenue a city or town may raise from local property taxes each year to fund municipal operations.

**Raise and Appropriate** – A phrase used to identify a funding source for an expenditure or expenditures, which refers to money generated by the tax levy or other local receipt.

**Receipts Reserved for Appropriation** – Proceeds that are earmarked by law and placed in separate accounts for appropriation for particular purposes. For example, parking meter proceeds may be appropriated to offset certain expenses for parking meters and the regulation of parking and other traffic activities.

**Revaluation** – The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information. Every three years, assessors must submit property values to the DOR for certification. Assessors must also maintain fair cash values in the years between certifications so that each taxpayer in the community pays his or her share of the cost of local government in proportion to the value of his property.

**Revolving Fund** – Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service. For departmental revolving funds, MGL Ch. 44 §53E½ stipulates that each fund must be re-authorized each year at annual town meeting or by city council action, and that a limit on the total amount that may be spent from each fund must be established at that time. The aggregate of all revolving funds may not exceed ten percent of the amount raised by taxation by the city or town in the most recent fiscal year, and no more than one percent of the amount raised by taxation may be administered by a single fund. Wages or salaries for full-time employees may be paid from the revolving fund only if the fund is also charged for all associated fringe benefits.

**Sale of Cemetery Lots Fund** – A fund established to account for proceeds of the sale of cemetery lots. The proceeds may only be appropriated to pay for the cost of the land, its care and improvement or the enlargement of the cemetery under provisions of MGL Ch. 114 §15.

**Sale of Real Estate Fund** – A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure. MGL Ch. 44 §63 states that



such proceeds shall be applied first to the retirement of debt on the property sold. In the absence of such debt, funds may generally be used for purposes for which the city or town is authorized to borrow for a period of five years or more.

**Schedule A** – A statement of revenues, expenditures and other financing sources, uses, changes in fund balance and certain balance sheet account information prepared annually by the accountant or auditor at the end of the fiscal year. This report is based on the fund account numbers and classifications contained in the UMAS manual.

**Sick Leave Buyback** – A community's obligation, under collective bargaining agreements or personnel board policies, to compensate retiring employees for the value of all, or a percentage of, sick time earned, but not used.

**Special Revenue Fund** – Funds, established by statute only, containing revenues that are earmarked for and restricted to expenditures for specific purposes. Special revenue funds include receipts reserved for appropriation, revolving funds, grants from governmental entities, and gifts from private individuals or organizations.

**Stabilization Fund** – A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL Ch. 40 §5B). Communities may establish one or more stabilization funds for different purposes and may appropriate into them in any year an amount not to exceed ten percent of the prior year's tax levy. The total of all stabilization fund balances shall not exceed ten percent of the community's equalized value, and any interest shall be added to and become a part of the funds. A two-thirds vote of town meeting or city council is required to establish, amend the purpose of, or appropriate money into or from the stabilization fund.

**Tax Rate** – The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$17.04 per \$1,000 of assessed valuation of taxable real and personal property.

**Tax Title (or Tax Taking)** – A collection procedure that secures a city or town's lien on real property and protects the municipality's right to payment of overdue property taxes. Otherwise, the lien expires if five years elapse from the January 1 assessment date and the property has been transferred to another owner. If amounts remain outstanding on the property after issuing a demand for overdue property taxes and after publishing a notice of tax taking, the collector may take the property for the city or town. After properly recording the instrument of taking, the collector transfers responsibility for collecting the overdue amounts to the treasurer. After six months, the treasurer may initiate foreclosure proceedings.

**Trust Fund** – In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by town meeting. Both principal and interest may be used if the trust is established as an expendable trust. For non-expendable trust funds, only interest (not principal) may be expended as directed.